



Emmanuel Christian School

Application for Employment

Your interest in **Emmanuel Christian School** is appreciated. We invite you to fill out this application and return it to our school office. If an opening occurs for which you may qualify, we will notify you and contact your references. If we have continued interest in your candidacy, we will arrange for a personal interview. We realize that the key to a successful Christian school is its staff. We are seeking applicants who are professionally qualified, who really love children, and who, by the pattern of their lives, are Christian role models. Luke 6:40

We look forward to receiving your application. Thank you for your interest in this ministry of Emmanuel Baptist Church. It is our prayer that God will fulfill His perfect will in the lives of all applicants. For further information, go to our website at www.ecscrusaders.com.

Desired Position (Please check the appropriate ones) Full-time _____ Part-time _____
 Preschool _____ Elementary _____ Middle School _____ High School _____

A. Personal Information

First Name: _____ Middle Name: _____ Last Name: _____

Maiden Name: _____ Marital Status: _____ Date of Birth: _____

Address: _____

E-mail Address: _____

Telephone: (_____) _____ Cell Phone: (_____) _____

Social Security Number: _____ Driver's License Number/State: _____

Spouse's Name: _____ Occupation: _____

Spouse's Telephone Number: _____ Spouse's Cell Phone: _____

Name and Ages of Children:

B. CHRISTIAN BACKGROUND

* **In your own handwriting, on separate paper, briefly give your Christian testimony.**

Please carefully read our Statement of Faith and indicate your degree of support.

___ I fully support the statement as written without mental reservations.

___ I support the statement except for the area(s) listed and explained on a separate paper. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.

Do you believe the Bible to be the ONLY inspired and infallible Word of God, our final authority in all matters of faith, truth and conduct? Yes _____ No _____

What is your local church affiliation? _____

Are you presently a member in good standing? _____ Years? _____

In what church activities are you involved and with what degree of regularity? _____

What other Christian service have you done since becoming a Christian? _____

Describe your routine of personal Bible study and prayer. _____

What books have you read recently that have helped you spiritually? _____

C. Academic Background

Secondary School: _____

Graduation Date: _____

Honors and Awards: _____

Undergraduate School: _____

Graduation Date: _____

Honors and Awards: _____

Majors: _____

Degree: _____

Graduate School: _____

Graduation Date: _____

Honors and Awards: _____

Do you have a SCACS, ACSI, or a state teaching certificate and if so, from what state and/or organization?

Other Certifications: _____

D. Employment History

Employment Experience (Please list the most recent one first)

Name and Location of Employment

1. _____

Dates of Service: _____

Job Responsibilities: _____

Supervisor's Name: _____

Reason for leaving: _____

2. _____

Dates of Service: _____

Job Responsibilities: _____

Supervisor's Name: _____

Reason for leaving: _____

3. _____

Dates of Service: _____

Job Responsibilities: _____

Supervisor's Name: _____

Reason for leaving: _____

E. Extracurricular Activities

Please list any activities, clubs or sports in which you are qualified to supervise or coach:

Hobbies or Interests:

F. Personal References

Give three references who are qualified to speak of your Christian service and spiritual background. List your current pastor first. Please do not list family members for references.

Name/Complete Address

Phone

Position

1. _____

2. _____

3. _____

Give three references who are qualified to speak of your professional training and experience. **List your current or most recent principal or supervisor first.**

Name/Complete Address

Phone

Position

1. _____

2. _____

3. _____

Educational Philosophy (Please complete this section ONLY if you are applying for a teaching position).

1. Comment briefly on what you believe to be your professional strengths and weaknesses.
2. As an educator, what are some of your greatest accomplishments?
3. How would you inspire students to excel with their gifts and talents?
4. What innovative ideas and creative programs would you implement at ECS?

Statement of Faith (Everyone must complete this section. If needed, please use a separate piece of paper).

1. Please describe where and when you made a personal commitment to Jesus Christ. Also, describe your daily walk with the Lord.
2. Why do you want to work at ECS? Describe your calling to Christian education.
3. Describe your philosophy of classroom discipline.
4. What grade levels are you most comfortable teaching? What are your preferred subjects?
5. What questions would you like to ask our school that might help you determine God's leading as you seek His plan for your life?

Additional Questions (if yes to any, please explain)

- Yes, I have been suspended, dismissed, fired or discharged from a position of employment.
- Yes, I have had a teaching certificate suspended or revoked.
- Yes, I have been asked to resign from a position of employment.
- Yes, I have been convicted of a violation of the law other than a minor traffic ticket.
- Yes, I have charges, lawsuits, or administrative actions pending against me.

Attach Resume to application

H. Applicant's Certification and Agreement

I understand that Emmanuel Christian School does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or qualified disability.

I hereby certify that the facts set forth in this application process are true and complete to the best of my knowledge. I understand that falsification of any statement or a significant omission of fact may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. If I am released under these circumstances, I further understand and agree that I will be paid and receive benefits only through the day of release.

I authorize Emmanuel Christian School to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals who know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluations, my education preparation, and other matters related to my suitability for the position.

I authorize references and my former employers to disclose to the school any and all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving me prior notice of such disclosure. In addition, I hereby release the school, my former employees, references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure. I waive the right to ever personally view any references given to the school.

Since I will be working with children, I understand that I must submit to a fingerprint check by the FBI, SLED and possibly other federal and state authorities. I agree to fully cooperate in providing and recording as many sets of my fingerprints as are necessary for such an investigation. I authorize the school to conduct a criminal records check. I understand and agree that any offer of employment that I may receive from the school is conditioned upon the receipt of background information, including criminal background information. The school may refuse employment or terminate conditional employment if the school deems any background information unfavorable or that it could reflect adversely on the school or on me as a Christian role model.

I understand that this is only an application for employment and that no employment contract is being offered at this time.

I certify that I have carefully read and do understand the above statements.

Applicant Signature: _____

Date: _____

FOR SCHOOL USE ONLY

Arrange Interview: Yes No Date: _____

Remarks: _____

Approved: Yes _____ No _____ By: _____ Date Started at ECS: _____

STATEMENT OF FAITH

What we believe about the Bible

We believe the Bible is God's Holy Word. It does not merely contain God's Word, but it is God's Word. The original writings were received through the inspiration of God as godly prophets wrote what they were led to write by the Holy Spirit. The Bible is complete, true and without error. (2 Timothy 3:16-17; 2 Peter 1:20-21)

What we believe about God

We believe in one and only one true God, eternally existent in three distinct persons - God the Father, God the Son, and God the Holy Spirit - each having the same divine essence, glorious attributes and eternal purpose; but executing distinct, yet harmonious offices in the work of redemption. Each Person is wholly and fully God, yet there is only one God. (Matthew 28:19-20; 2 Corinthians 13:14; Revelation 1:4-6)

What we believe about Jesus Christ

We believe that Jesus Christ is God, and the one and only Son of God the Father. He is without beginning and without end. To become a man, He was conceived of the Holy Spirit and born of a virgin. He led a sinless life, was crucified as the payment for our sins, and was resurrected bodily after three days. We believe in His personal, future return in power and glory. (John 1:1-2; Isaiah 7:14; Matthew 1:20-21; 1 Corinthians 15:3; Acts 1:9, 11)

What we believe about Mankind

Adam and Eve were created sinless in God's image, but chose to disobey their Creator and Father. As a consequence of their willful sin, all mankind has inherited a sinful nature and falls under God's judgment. (Ephesians 2:1-3; Romans 1:28, 5:12; Galatians 3:22)

What we believe about Salvation

Salvation is obtained freely and solely by God's grace (no works involved) through faith in the shed blood of Jesus Christ Who died in our place and paid our sin-debt in full, once and for all. Without the shedding of Jesus' blood, there is no forgiveness for sin. A person is saved by realizing his sinful condition, repenting of his sin, and calling on the name of Jesus Christ. (John 3:16-18; Ephesians 2:8-9; Romans 10:9-10, 13; Acts 4:12)

What we believe about The Church

Every believer is part of Christ's church (1 Corinthians 12:12-15). The local church was ordained by God as His chosen organization to carry out His great commission and great commandment. The local church is a body of born-again believers who unites together for the purposes of exalting the Lord, encouraging believers and evangelizing the lost. It is also designed as a place to serve one another with spiritual gifts, to be accountable to one another, to love one another, and to carry out the ordinances of baptism and the Lord's Supper. (Acts 2:41-42; Ephesians 4:11; 1 Thessalonians 5:11; Philippians 2:4; John 3:34; 1 Corinthians 11:26)

Emmanuel Christian School is a ministry of Emmanuel Baptist Church and adheres to the Baptist doctrines abbreviated above and addressed fully in The Baptist Faith and Message found at <http://www.sbc.net/bfm/bfm2000.asp>