

# BEREAN BAPTIST ACADEMY

Fayetteville, NC 28314



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## Teacher Application

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### Part 1

Your interest in Berean Baptist Academy is appreciated. We invite you to fill out this initial application and return it to our school office. If an opening occurs for which you qualify, we will notify you and ask you to send your placement file to our office. We will also contact your references. If we have continued interest in your candidacy, we will send you some follow up questions and 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 initial application. It is our prayer that God will fulfill His perfect will in the lives of all applicants.

### A. APPLICANT'S NAME AND ADDRESS

Full Name: \_\_\_\_\_

Application Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_      Date Available \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Present Address: \_\_\_\_\_

Phone: Days(\_\_\_\_\_) \_\_\_\_\_ Evenings (\_\_\_\_\_) \_\_\_\_\_

Best time to call you? \_\_\_\_\_ Soc. Sec. No.: \_\_\_\_\_

How long have you lived at the above address? \_\_\_\_\_

Permanent Address and Phone Number if different than present address:

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**B. POSITION DESIRED**

Please indicate 1st, 2nd, and 3rd choices in the parentheses. Then to the right, please indicate the grades or subjects in order of preference.

( ) Kindergarten

( ) Elementary \_\_\_\_\_

( ) Junior High \_\_\_\_\_

( ) High School \_\_\_\_\_

Full Time: \_\_\_\_\_ Part Time: \_\_\_\_\_ Substitute: \_\_\_\_\_

How did you learn about the position for which you are applying?

\_\_\_\_\_

**Special Abilities**

Please list activities or sports which you would be capable of and willing to direct, sponsor, advise, or coach. (Indicate grade or ability levels)

\_\_\_\_\_

\_\_\_\_\_

**C. CHRISTIAN BACKGROUND**

\*\*On separate paper, briefly give your Christian testimony.

**Bible**

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: \_\_\_\_\_ Signature: \_\_\_\_\_

**OUR BELIEFS & EXPECTATIONS**

Please carefully read our Articles of Faith and Employee Expectations Statement and indicate below your degree of support (*available at [www.bbcfnc.org](http://www.bbcfnc.org) under the Employment Opportunity tab*).

\_\_\_\_\_ I fully support the statement as written without mental reservations.

Signature: \_\_\_\_\_

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

Signature: \_\_\_\_\_

\_\_\_\_\_ I agree that while I am a teacher at Berean Baptist Academy, I will not teach, directly or indirectly, any belief or doctrine inconsistent with Berean Baptist Church's Articles of Faith, even though I may disagree or have not yet formed opinions or convictions for any items contained in the Articles of Faith.

Signature: \_\_\_\_\_

What is your local church affiliation? \_\_\_\_\_

Are you presently a member in good standing? \_\_\_\_\_ Years: \_\_\_\_\_

Are you willing to become a member of Berean Baptist Church? Yes \_\_\_\_\_ No \_\_\_\_\_

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

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

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What is your attitude toward working with those of other races?

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Are you capable of teaching a Bible class? \_\_\_\_\_

If yes, what would be your subject preference? \_\_\_\_\_

### **Devotional Life**

Describe your routine of personal Bible study and prayer.

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

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**D. PROFESSIONAL QUALIFICATIONS**

**\*\*Please attach photocopies of all your postsecondary transcripts. Should you be offered a position, official copies of your transcripts must be provided to the school for inclusion in your personnel file.**

**Formal Training**

What degree or degrees do you hold:

**Degree:**

**Date Received:**

**Issuing Institution:**

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Your Major(s):

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Your Minor(s):

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Cumulative Grade Point Average:

BA: \_\_\_\_\_

Graduate Work: \_\_\_\_\_

**TEACHING EXPERIENCE**

Sequentially list your teaching experience with most recent first:

School's Name:

Grades or Subjects:

Dates:

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To what degree are you familiar with various Christian or secular textbook series (i.e. Abeka, Bob Jones, Saxon Math, etc.)?

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Textbook series preferences: \_\_\_\_\_

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List any other educational advantages that you have had including opportunities for travel:

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List any books or articles that you have read recently that helped you to grow professionally:

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### **Teaching Credentials**

Do you have any Teaching Certificates? \_\_\_\_\_

What level? \_\_\_\_\_ Remains valid for \_\_\_\_\_ years.

Endorsement(s)

List semester hours in endorsement area(s):

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If you do not hold a certificate, what requirements do you lack?

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**\* Please attach photocopies of any certificates held.**

## **Christian Preparation**

Have you had any courses in the Christian Philosophy of Education? \_\_\_\_\_

If so, where and when? \_\_\_\_\_

If not, would you be willing to take such a course by correspondence or otherwise? \_\_\_\_\_

**\* Attach a typed copy of your personal Christian philosophy of Education and how you would implement it in the classroom.**

Have you had other courses giving specific training for Christian day school or have you attended any conferences or seminars which you have led or participated in recently? \_\_\_\_\_

Give details: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **E. PERSONAL PHILOSOPHY**

**\* On separate paper, please label and succinctly answer in one or two paragraphs each of the questions below.**

Short Essays

- a. Why do you wish to teach in a Christian school?
- b. What do you consider to be the proper classroom atmosphere for learning?
- c. What is your philosophy of discipline?
- d. What areas do you feel are your strengths? Weaknesses?

**F. EMPLOYMENT HISTORY**

Please start with your current or most recent employer and work backwards for the past *ten years*. If necessary, you may make copies of this page, or following the same format, use the reverse side.

1. Employer \_\_\_\_\_  
Position: \_\_\_\_\_ Dates of Employment: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Supervisor's Name and Phone Number: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_  
\_\_\_\_\_

2. Employer: \_\_\_\_\_  
Position: \_\_\_\_\_ Dates of Employment: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Supervisor's Name and Phone Number: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_  
\_\_\_\_\_

3. Employer: \_\_\_\_\_  
Position: \_\_\_\_\_ Dates of Employment: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Supervisor's Name and Phone Number: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_  
\_\_\_\_\_

**G. PERSONAL REFERENCES**

You will need to sign the **Reference Release Form** that is attached and return it with this application. Do not list family members or relatives for references.

**References**

Give three references who are qualified to speak of your spiritual experience and Christian service. List your current pastor first.

<b>Name/Complete Address</b>	<b>Phone</b>	<b>Position</b>
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.

<b>Name/Complete Address</b>	<b>Phone</b>	<b>Position</b>	<b>School</b>
1. _____ _____			
2. _____ _____			
3. _____ _____			



## **H. APPLICANT'S CERTIFICATION AND AGREEMENT**

I understand that **Berean Baptist Academy** does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or disability.

I hereby certify that the facts set forth in this application are true and complete to the best of my knowledge. I understand that discovery of 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 that I will be paid and receive benefits only through the day of release.

I authorize **Berean Baptist Academy** to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals that 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 educational preparation, and other matters related to my suitability for the job.

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 employers, references, and all other related parties from any 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 Berean Baptist Academy will conduct a criminal background check through federal and state authorities. I agree to fully cooperate in providing any information necessary for such an investigation, and specifically authorize the school to conduct such 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 to 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 employment has neither been offered or accepted.

I understand that this application is for the School Year \_\_\_\_\_ and that should I become employed at **Berean Baptist Academy**, such employment is terminable at the will of either myself or the school.

I understand that I have an ongoing obligation to keep information in this application current, and that I must notify the school of any *material* changes throughout the school year.

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

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Signature of Applicant

Date

## **I. PHYSICAL QUALIFICATIONS**

- ◆ Ability to stand long periods of time and walk up to 1/4 mile at a time
- ◆ Ability to climb stairs repeatedly throughout the day
- ◆ Ability to raise arms over your head for an extended period of time
- ◆ Ability to lift 30 pounds
- ◆ Overall good physical and mental condition

Applications must meet all applicable NC State guidelines regarding medication and conduct as stated in the NC Child Care Handbook.

Are you able to perform the essential functions of the job?     Yes     No