



Salina Christian Academy

1009 Highland; Salina, KS 67401
Phone: 785-452-9929 Fax: 785-825-2506

INITIAL TEACHER APPLICATION

Your interest in **Salina Christian 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 it appears you may qualify, we will request that you have your placement file forwarded to our office. We may 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 grateful for those 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. Thank you for your interest in the ministry of our school. 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? _____

E-mail address: _____

Birth Date: _____ Place of Birth: _____

How long have you lived at the above address? _____

Permanent Address and Phone Number, if different than present address

B. POSITION DESIRED

Please indicate first and second choice in the parenthesis. Then to the right please indicate which grade.

- () Pre-school
- () Pre-Kindergarten (K4)
- () Kindergarten
- () Elementary _____

Full Time ____ Part Time ____ Substitute ____

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

C. CHRISTIAN BACKGROUND

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:_____

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

“We believe in the Trinity; God the Father, God the Son, and God the Holy Spirit: Three distinct persons in one undivided essence. We believe the Bible is the infallible written Word of God and is the guide for all our conduct. We believe that all have sinned and therefore require a Savior. Jesus Christ is that Savior, the Second Person of the Trinity, the Son of God. He died for the sins of mankind and rose again from the dead. No one can be born again except by believing in and receiving Jesus Christ as Lord and Savior. We believe in holy living by faith in Jesus Christ and His Word.”

_____ I fully support the Statement as written without mental reservations.

Signature: _____

_____ 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.

Signature:_____

Philosophy Please enclose or write your philosophy of Christian Education on the back of this application.

D. PROFESSIONAL QUALIFICATIONS

Formal Training What degree or degrees do you hold?

Degree	Date Received	Issuing Institution
_____	_____	_____
_____	_____	_____

Your Major(s)

Your Minor(s)

Teaching
Experience

Sequentially list your teaching experience with most recent first.

School's Name

Grade

Date

To what degree are you familiar with various Christian or secular curriculums (i.e., ACE, ABeka, Bob Jones, etc.?) _____

Curriculum Preferences? _____

Teaching
Credentials

Do you have an ACSI, Teaching Certificate? _____ State? _____ Level? _____

What level? _____ Remains valid for _____ years.

Do you have a state teaching certificate? _____ State? _____

What kind? _____ Remains valid for _____ years.

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

E. EMPLOYMENT HISTORY

Please start with your current or most recent employer and work backwards.

Work
Background

1. Employer _____

Position _____ Dates of Employment _____

Address _____

Supervisor's Name and Phone# _____

Reason for leaving _____

2. Employer _____

Position _____ Dates of Employment _____

Address _____

Supervisor's Name and Phone# _____

Reason for leaving _____

3. Employer _____

Position _____ Dates of Employment _____

Address _____

Supervisor's Name and Phone# _____

Reason for leaving _____

F. 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.

Reference

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

	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.	_____	_____	_____	_____

APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that *Salina Christian 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 initial 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 *Salina Christian Academy* to thoroughly investigate references, work records, evaluations, education, and other matters related to my suitability for employment.

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 *Salina Christian Academy*, my former employers, 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 *Salina Christian Academy*.

Since I will be working with children, I understand that I must submit to a fingerprint check by the FBI and possibly other federal and state authorities. I agree to fully cooperate in providing and recording as many sets of fingerprints as is necessary for such an investigation. I authorize *Salina Christian Academy* to conduct a criminal records check.

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.

Signature of Applicant

Date

AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for a position as a teacher with *Salina Christian Academy*. I have authorized the school to thoroughly investigate references, work records, evaluations, education and other matters related to my suitability for employment.

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 *Salina Christian Academy*, my former employers, 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 *Salina Christian Academy*.

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

Applicant's Name (Print)

Applicant's Signature

Applicant's Social Security Number

Date