



LOUDONVILLE CHRISTIAN SCHOOL
374 Loudon Road
Loudonville, New York 12211



STAFF APPLICATION

Your interest in **Loudonville 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 it appears you may qualify, we will contact your references.

We realize that the key to a successful Christian School is its staff. We are grateful for those who are 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 the ministry of Loudonville Christian School. It is our prayer that God will fulfill His perfect will in your life.

A. APPLICANT'S NAME AND ADDRESS

Full name: _____

Application date: ____/____/____ Date available: ____/____/____

Present Address: _____

How long have you lived at the above address? _____ Social Security Number: _____

Phone: Days (____) _____ Evenings (____) _____ Best time to call you? _____

Permanent Address and Phone number if different than present address: _____

B. POSITION DESIRED

Please indicate the position(s) for which you wish to be considered, in order of preference

Full time _____ Part time _____ Substitute _____

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

Future
Plans

What would you like to be doing five years from now? _____

C. CHRISTIAN BACKGROUND

Testimony

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: _____

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

Church Service Denominational preference? _____

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 in the past three years? _____

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

Devotional Life Describe your routine of personal Bible study and prayer. _____

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

D. PROFESSIONAL QUALIFICATIONS

*** Please attach photocopies of all your college and graduate school transcripts.**

Formal Training What degree or degrees do you hold?

Degree	Date Received	Issuing Institution
_____	_____	_____
_____	_____	_____

Your Major(s) _____

Your Minor(s) _____

Cumulative grade point average BA/BS _____ Graduate work _____

Total _____ units **after** date of Bachelor's degree.

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

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 work in a Christian school?
- B. What are the main characteristics that distinguish a Christian school from a public school?
- C. What areas do you feel are your strengths? Weaknesses?
- E. Please summarize any additional information that you would like to present regarding your candidacy for this position.

F. EMPLOYMENT HISTORY Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may provide an additional list following the same format.

Work
Back-
ground

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 _____

Have you ever worked under a different name for any of the employers you have listed? If so, what was the name or names? _____

Have you already signed a contract for next year with any another employer? Yes ___ No ___

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

References Give two references that are qualified to speak of your spiritual experience and Christian service. List your current pastor first.

	Name	Complete Address	Phone	Position
1.	_____	_____	_____	_____
-	_____	_____	_____	_____
2.	_____	_____	_____	_____
-	_____	_____	_____	_____

Give two references that are qualified to speak of your training and experience. List your current or most recent employer or supervisor first.

	Name	Complete Address	Phone	Position	Employer
1.	_____	_____	_____	_____	_____
-	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
-	_____	_____	_____	_____	_____

H. APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that **Loudonville Christian School** 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 **Loudonville Christian 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 the **Loudonville Christian School**, 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 **Loudonville Christian School**.

Since I will be working with children, I understand that I must submit to a fingerprint check by the FBI, if requested, 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 **Loudonville Christian School** 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

Declaration of Ethical and Moral Integrity

As an applicant for employment or for a volunteer position at Loudonville Christian School, I (print name) _____ recognize, understand, and agree to live by the moral and ethical standards of the school. I further declare that with regard to my personal moral and ethical character and conduct as of this date, I am not, nor have been in the past engaged in inappropriate conduct toward minors, nor do I have inclinations toward such conduct. Inappropriate conduct includes the following: homosexuality, verbal, physical or sexual abuse as defined by Scripture and state law. I do declare that the above statement is factual and true. By affixing my signature, I declare that I meet the moral and ethical standard of Loudonville Christian School.

Applicant's Signature

Date

Administrator's signature after discussion with applicant

Date

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AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for a position as a _____ with **Loudonville Christian School**. 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 the **Loudonville Christian School**, 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 **Loudonville Christian School**.

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

Applicant's Name (Print)

Applicant's Signature

Date