



98 Promise Lane
Franklin, NC 28734
Phone: 828-369-6756

TEACHER APPLICATION – Part I

Your interest in Trimont 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 you may 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 question 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. 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: _____ Dates Available: _____

Present Address: _____

Telephone: Days _____ Evenings _____ Best time to call _____

Email Address: _____ Soc. Sec. No. _____

How long have you lived at the above address? _____ Yrs / Mo

Permanent Address and Phone Number if different from present address: _____

* Please list any additional addresses where you have resided at any time during the past five years:

B. POSITION DESIRED

Please indicate 1, 2, 3 choice in the parenthesis. Then to the right please indicate the grades or subjects in order of preference.

- () Preschool ___Lead Teacher ___Assistant
- () 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)

FUTURE PLANS

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

C. CHRISTIAN BACKGROUND

TESTIMONY In your own handwriting on a 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: _____

STATEMENT OF FAITH

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

_____ I fully support the Trimont Christian Academy's Statement of Faith as written without mental reservations.

Signature: _____

_____ I support Trimont Christian Academy's Statement of Faith except for the following area(s). The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction. (Attach paper if necessary)

Signature: _____

D. TRIMONT CHRISTIAN ACADEMY'S STATEMENT OF FAITH

The following is the foundation of beliefs on which Trimont Christian Academy is based. They are also the key elements of Christianity that will be unapologetically taught in various ways through all grade levels. The substance of these statements is that which will be considered primary doctrine at Trimont Christian Academy. Secondary or divisive issues will not be presented as primary doctrine. When these arise, they will be referred to the student's family and local churches for final authority.

We believe that the **Bible is God's Holy Word**. Every word of the Old and New Testament is the verbally inspired Word of God. It is inerrant, infallible, and has been perfectly preserved according to the promise in Psalm 12:6 & 7. It is indeed the final authority in all matters of faith and practice.

We believe that there is one **God, eternally existent in three Persons**: Father, Son and Holy Spirit. He is omnipotent, omniscient, and omnipresent.

We believe in the deity of our **Lord Jesus Christ**, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.

We believe that for the salvation of lost and sinful men, **regeneration** by the Holy Spirit is absolutely necessary.

We believe that **salvation is by grace through faith alone**.

We believe that **faith without works is dead**.

We believe in the **present ministry of the Holy Spirit**, by whose indwelling the Christian is enabled to live a godly life.

We believe in the **resurrection of both the saved and the lost**, they that are saved to the resurrection of life and they that are lost to the resurrection of damnation.

We believe in the spiritual unity of all believers in our Lord Jesus Christ.

E. PROFESSIONAL QUALIFICATIONS:

**Please attach photocopies of all your post secondary 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	Dates Received	Issuing Institution
_____	_____	_____
_____	_____	_____
_____	_____	_____

Your Major(s) _____

Your Minor(s) _____

Cumulative grade point average BA _____ Graduate Work _____

Total _____ units after date of Bachelor's degree _____
(1 _____ unit x _____ = _____ unit)

**TEACHING
EXPERIENCE**

Sequentially list all your teaching experience with most recent first.

School's Name	Grade or Subject	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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

**CHURCH
SERVICE**

Denominational Preference? _____

Pastor Name/Phone#: _____

What is your local church affiliation? _____

Are you presently a member in good standing? _____ Number of 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?

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

Are you capable of teaching a Bible class? _____ If Yes, what would be subject preference?

To what extent do you believe you should become involved in Sunday and other weekday ministries of the church of which you are a member?

DEVOTIONAL LIFE Describe your routine of personal Bible study and prayer.

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

Textbook Series Preferences?

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

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

TEACHING CREDENTIALS

Do you have an ASCI Teaching Certificate? _____

What level? _____ Remains valid for _____ years

Do you have a state teaching certificate? _____ If so, what state? _____

What kind? _____ Remains valid for _____ years

Endorsements(s)

Semester Hours

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

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

CHRISTIAN TEACHING PREPARATION

Have you had any courses in the Christian Philosophy of Education? ____ Yes ____ No

If yes, where and when? _____

If no, would you be willing to take such a course by correspondence or otherwise? ____ Yes ____ No

****Please attach a typed copy stating 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 schools? ____ Yes ____ No

If yes, give details _____

List any conferences or seminars which you have lead or participated in recently.

Describe how teacher evaluation has been helpful to you.

F. PERSONAL PHILOSOPHY

Answer the following questions in two or three sentences either below or on a separate piece of paper.

1. Why do you wish to teach in a Christian school?
2. What are the main characteristics that distinguish a Christian school from a public school?
3. What do you consider to be the proper classroom atmosphere for learning?
4. What is your philosophy of discipline? Your attitude toward physical punishment?
5. What areas do you feel are your strengths? Weaknesses?
6. What do you believe about the origin of the earth and mankind?
7. Please summarize any additional information that you would like to present regarding your candidacy for this position.

G. EMPLOYMENT HISTORY

Please start with your current or most recent employer and work backwards for the past 10 years. If necessary, you may make copies of this page.

WORK 1. Employer _____ Position _____
BACKGROUND 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 _____

4. Employer _____ Position _____
Dates of Employment _____
Address _____
Supervisor's Name and Phone Number _____
Reason for Leaving _____

5. Employer _____ Position _____
Dates of Employment _____
Address _____
Supervisor's Name and Phone Number _____
Reason for Leaving _____

6. 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 other educational institution? ___ Yes ___ No
If yes, who?

H. PERSONAL 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 or School
1. _____	_____	_____
_____	_____	_____
2. _____	_____	_____
_____	_____	_____
3. _____	_____	_____
_____	_____	_____
_____	_____	_____

I. APPLICANT’S CERTIFICATION AND AGREEMENT

I understand that Trimont 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 Trimont Christian Academy to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals, which 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 parties from any and all claims, demands, or liabilities arising out of or in anyway 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 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 to reflect 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.

Signature of Applicant

Date

J. AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for employment with Trimont Christian Academy. I have authorized the school to thoroughly interview the primary references with I have listed, any secondary references mentioned through interviews with primary references, or other individuals which 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 all 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 Trimont 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 Trimont Christian Academy.

I agree that a photocopy or facsimile copy of this document or any signature shall be considered for all purposes as the original signed release on file.

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

Applicant’s Name

Applicant’s Signature

Date

Social Security Number



98 Promise Lane
Franklin, NC 28734
Phone: 828-369-6756

Applicant Name _____ Daytime Phone _____

TEACHER APPLICATION – PART II

Personal Follow-up Questions

You are now ready for phase two of our application process. Please arrange for your college placement file to be forwarded to our school. Please also fill out this form and send it to our office. After having an opportunity to review your answers, our administrator will contact you further. Thank You.

A. PERSONAL INFORMATION

MARITAL Being a Christian role model in all aspects of life is a major requirement for this position. The Bible is our standard for marriage and sexual conduct. It is a bona fide occupational requirement for staff to live by those standards. Please indicate your current marital status.

Single _____ Engaged _____ Married _____ Separated _____
Divorced _____ Re-married _____ Widow (er) _____

****Please attach explanation if divorced or remarried.**

Spouse's Name _____ Years Married _____

Occupation _____

Our school board has adopted the policy that all children of the faculty must attend this school through the 8th grade if it has the appropriate grades and programs. Please provide the following information for you children.

Name	Age	Birthday	Fall Grade Level
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

FINANCES What is your most recent salary? _____

Is your lifestyle appropriate for the salary indicated by you salary step on our Salary Scale? _____

Is your debt load increasing? _____

**ABILITY TO
PERFORM
ESSENTIAL
JOB**

You have read the job description and essential functions for his position. Is there any reason why you might be unable to perform the duties and responsibilities of the position for which you are applying? ___Yes ___No If yes, please explain_____

If you answered "yes" to the above question, is there anything that the school can do to reasonably accommodate your needs so that you would be qualified to perform the duties and responsibilities of this position?

If you are offered a position, will you be able to verify that you are legally permitted to be employed in the United States?_____

B. CURRENT ISSUES

We live in a pluralistic society with many conflicting beliefs and values. As a teacher your students may ask you specific questions about controversial issues. Your answers will come from your personal convictions. We need to know the views of those that would be Christian role models for our children. Please share your personal convictions as a Christian toward.

Wine, beer and other alcoholic beverages _____

Smoking and chewing tobacco _____

Marijuana and other non-prescription drugs _____

Entertainment (music / dancing, etc.) _____

Pre-marital sex _____

Divorce and remarriage _____

Abortion _____

Homosexuality _____

Personal debt _____

Gossip _____

Lying _____

Cheating _____

Membership in secret societies (Masonic Lodge, Eastern Star, etc.) _____

Do you have a personal testimony regarding any of the above items that you would like to share? _____
If yes, please attach a separate piece of paper.

PERSONAL Answer the following questions with Yes or No.

Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer or if you offered a resignation, your previous employer? _____

Have you ever been reprimanded, disciplined, discharged or asked to resign from a prior position? _____

Have you ever resigned from a prior position without being asked, but under circumstances involving your Employer's investigation of sexual harassment or contact with another person, of mishandling of funds, or of criminal conduct? _____

Have you ever been charged in civil or criminal proceedings with improprieties regarding children? _____

Have you ever been convicted of any offense involving dishonesty, breach of trust, stealing, any type of moral impropriety, or any type of felony? _____ If yes, please explain _____

Have you ever entered a court plea of guilty, a court plea of "no contest" (nolo contendere), or has any other court ever deferred further proceedings without entering a finding of guilty and placed you on probation or in a public service or education program for any crime other than a minor traffic offense? _____
If yes, please explain _____

If you have answered "yes" to any of the questions in this section, please attach a separate sheet indicating the nature of the suit, offense, date, court, and disposition or other appropriate explanation.

PERSONAL INTERESTS Please indicate memberships, offices, and honors obtained in:

High School: _____

College: _____

Currently: _____

List your hobbies and personal interests: _____

What periodicals do you read regularly? _____

C. ADDITIONAL ESSAY QUESTIONS

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

- A. You have read our Statement of Faith. Do you strongly hold any doctrines that are not on that statement? (e.g., instrumental music should not be a part of worship service, you should not eat pork, you should only use a certain translation of the bible, etc.) If yes, please list and describe.
- B. Frequently Christian schools enroll children from more than one evangelical denomination. How would you handle a child's question if you knew that it was theologically controversial and the family's church held to a different viewpoint than your own?
- C. How well do you feel that you get along with your peers?
- D. Have you ever led a child or youth to Christ?
- E. If married, please have your spouse state his / her feelings about your teaching in a Christian School.

Do you understand that this is an application for employment and that no employment contract is being offered at this time?_____

Signature of Applicant: _____ Date: _____