



## **Employee Application**

Your interest in Calhoun Christian School 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 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. 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: \_\_\_\_\_

Preferred Phone Number: \_\_\_\_\_

Permanent Address (if different than present address): \_\_\_\_\_

\_\_\_\_\_

Best time to call you: \_\_\_\_\_ Length of time at this address: \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

Have you ever been charged or convicted with a felony? \_\_\_\_\_ If yes, please explain:

\_\_\_\_\_

### **B. POSITION DESIRED**

Please indicate the position you are applying for: \_\_\_\_\_

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

Can you submit verification of your legal right to work in the U.S.?      Yes      No

Please list activities or sports for which you would be capable and willing to direct, sponsor, or coach?

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

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### **C. 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.

#### **Statement of Faith**

1. **We believe** there is one God, eternally existent in three persons – Father, Son, and Holy Spirit.
2. **We believe** the Bible to be the inspired, only infallible, authoritative, inerrant Word of God.
3. **We believe** in the deity of Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death, His resurrection, His ascension to the right hand of the Father, and His personal return in power and glory.
4. **We believe** that salvation has been provided through Jesus Christ for all people; and those who repent and believe in Him are born again of the Holy Spirit, receive the gift of eternal life, and become the children of God.
5. **We believe** in the spiritual unity of believers in our Lord Jesus Christ.
6. **We believe** in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a Godly life.
7. **We believe** in the resurrection of both the saved and the lost: they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation.

#### **Statement on Marriage, Gender, and Sexuality**

1. **We believe** that God wonderfully and immutable creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. (Gen. 1:26-27). Rejection of one's biological sex is a rejection of the image of God within that person.
2. **We believe** that the term "marriage" has only one meaning; the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. (Gen. 2:18-25) We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. (1 Cor 6:18, 7:2-5; Heb 13:4) We believe that God has commanded that no intimate sexual activity be engaged in outside of marriage between a man and a woman.
3. **We believe** that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. (Matt 13:18-20; I Cor 6:9-10)
4. **We believe** that in order to preserve the function and integrity of Calhoun Christian School, and to provide a biblical role model to the Calhoun Christian School students and the community, it is imperative that all persons employed by Calhoun Christian agree to and abide by this Statement on Marriage, Gender, and Sexuality.

5. **We believe** that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. (Acts 3:19-21; Rom 10:9-10; 1 Cor 6:9-11).
6. **We believe** that every person must be afforded compassion, love, kindness, respect and dignity. (Mark 12:28-31; Luke 6:31) Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of Calhoun Christian School.

Please indicate your degree of support:

\_\_\_ I fully support the Statement of Faith and the Statement on Marriage, Gender and Sexuality without mental reservations.

\_\_\_ I support the Statement of Faith and the Statement on Marriage, Gender and Sexuality except for area(s) listed and explained on a separate paper. The exceptions represent either disagreements or items for which I have not yet formed an option or conviction.

\_\_\_ I do not support the Statement of Faith and the Statement on Marriage, Gender and Sexuality.

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

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 since becoming a Christian? \_\_\_\_\_

To what extent do you believe you should become involved in Sunday and other weekly ministries of the sponsoring church or the church of which you are a member? \_\_\_\_\_

Describe your routine of personal Bible study and prayer. \_\_\_\_\_

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

## D. EMPLOYMENT HISTORY

Please provide your resume with your employment history OR complete the following.

1. Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_

Address \_\_\_\_\_

Supervisor's Name and Phone Number \_\_\_\_\_

Reason for leaving \_\_\_\_\_

\_\_\_\_\_

2. Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_

Address \_\_\_\_\_

Supervisor's Name and Phone Number \_\_\_\_\_

Reason for leaving \_\_\_\_\_

\_\_\_\_\_

3. Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_

Address \_\_\_\_\_

Supervisor's Name and Phone Number \_\_\_\_\_

Reason for leaving \_\_\_\_\_

\_\_\_\_\_

4. 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 served in the military?    Yes                      No

If yes, what type of education or training did you receive? \_\_\_\_\_

\_\_\_\_\_

## **E. PERSONAL REFERENCES**

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

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 work experience. **List your current or most recent supervisor first.**

Name/Complete Address	Phone	Position
1. _____		
2. _____		
3. _____		

## **F. APPLICANTS CERTIFICATION AND AGREEMENT**

I understand that Calhoun 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 Calhoun 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 educational 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 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 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 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.

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Signature of Applicant

Date