

PROVIDENCE CHRISTIAN SCHOOL  
AT MEADOW WOOD

4847 Murphy Mill Road Dothan, AL 36303  
A ministry of First Presbyterian Church

Telephone (334) 702-8933

FAX (334) 702-0700



**Application for Employment**  
(please print)

Date: \_\_\_\_\_

**Position Information**

Position Desired: \_\_\_\_\_ Full Time / Part Time / Substitute

Grades/Subjects interested in teaching: \_\_\_\_\_

Highest Degree: \_\_\_\_\_ Field of Degree \_\_\_\_\_

Number of years teaching experience: \_\_\_\_\_ Date Available to Start: \_\_\_\_\_

**Personal Information**

Mr. Mrs. Ms. Miss Dr. Rev.

Full Name: \_\_\_\_\_ prefer to be called: \_\_\_\_\_

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

email address: \_\_\_\_\_

Phone: Days \_\_\_\_\_ Evenings \_\_\_\_\_

Social Security No.: \_\_\_\_\_ Date of Birth \_\_\_\_\_

Do you have a personal website and/or blog or participate actively in someone else's? Yes/ No  
If yes, please provide all website and/or blog information: \_\_\_\_\_

Please provide your profile names for Facebook, MySpace, or other social networking sites:  
\_\_\_\_\_

We will "friend" you using the profile "Providence teachers." Please accept our friend request in order to be considered for employment at Providence Christian School.

Do you have any physical limitations that would prevent you from performing the requirements of the job for which you are applying? Yes/No If Yes, explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Christian Background**

Bible:

Do you believe the Bible to be the ONLY inspired and inerrant Word of God, our final authority in all matters of faith, conduct, and truth?

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 of Faith as written without mental reservations.

\_\_\_ I support the Statement of Faith except for the area(s) listed and explained on the attached paper. (The exceptions represent either disagreement or items for which I have not yet fully formed an opinion or conviction).

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

Church:

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

Are you presently a member in good standing? Yes / No                      Years: \_\_\_\_\_

Service:

How are you currently ministering through your local church? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Are you prepared to lead a young person to accept Christ as his or her personal Savior?

Yes / No

Have you ever been involved in personal evangelism? Yes / No    Please describe your experience(s) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Other:

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

\_\_\_\_\_

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

\_\_\_\_\_

Testimony:

*In your own words on a separate paper, briefly give your Christian testimony and give highlights of what God is currently doing in your life.*

**Professional Qualifications**

*Please attach photocopies of all college transcripts. Should you be offered a position, official copies of your college transcripts will be required to be submitted for inclusion in your personal file.*

Formal Training:

List all degrees that you currently possess.

| Degree | Date Received | Issuing Institution |
|--------|---------------|---------------------|
|--------|---------------|---------------------|

|       |       |       |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Your Major(s): \_\_\_\_\_

Your Minor(s): \_\_\_\_\_

Cumulative Grade Point Average: BS/BA \_\_\_\_\_ Graduate Work \_\_\_\_\_

Experience:

Sequentially list your teaching experience (most recent first)

|    | School & Address | Grade(s) and / or Subject(s) Taught | Dates of Employment |
|----|------------------|-------------------------------------|---------------------|
| 1) | _____            | _____                               | _____               |
|    | _____            | _____                               | _____               |
| 2) | _____            | _____                               | _____               |
|    | _____            | _____                               | _____               |
| 3) | _____            | _____                               | _____               |
|    | _____            | _____                               | _____               |
|    | _____            | _____                               | _____               |

Reason for leaving your most recent position \_\_\_\_\_  
\_\_\_\_\_

Number of years of teaching experience:      Public \_\_\_\_ Christian \_\_\_\_ Private \_\_\_\_

To what degree are you familiar with various Christian or secular curriculums (i.e. A Beka, Bob Jones, Saxon math, Sing/Spell/Read/Write, etc.)? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Preferences: \_\_\_\_\_

Other:

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 \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Credentials:

Do you have an ACSI Teaching Certificate? Yes / No

Level: \_\_\_\_\_ Valid until: \_\_\_\_\_

Do you have a state teaching certificate? Yes / No

State: \_\_\_\_\_ Type: \_\_\_\_\_ Valid until: \_\_\_\_\_

*(Please attach photocopies of any teaching certificates that you hold.)*

Preferences:

What subject matter or grade are you most interested in teaching? \_\_\_\_\_  
\_\_\_\_\_

Are you particularly interested or gifted in any of the following?

Art: \_\_\_\_\_ Drama: \_\_\_\_\_ Physical Education: \_\_\_\_\_

Foreign Language: \_\_\_\_\_ (which language? \_\_\_\_\_)

Music: \_\_\_\_\_ (which? Vocal / Instrumental / Both)

Competitive, Academic Teams: \_\_\_\_\_ Sports or Coaching: \_\_\_\_\_

Other: \_\_\_\_\_

**Personal Interests**

List memberships, offices, and honors obtained in:

High School: \_\_\_\_\_

College: \_\_\_\_\_

Currently: \_\_\_\_\_

List your hobbies and personal interests: \_\_\_\_\_

**Work History**

*Please list work history other than teaching experience listed above that may have significance for the type of position for which you are applying. If you would like to give further explanation, please use a separate sheet.*

1) Employer Name & Address: \_\_\_\_\_

Immediate Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ Position: \_\_\_\_\_

Description of Work: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

2) Employer Name & Address: \_\_\_\_\_

Immediate Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ Position: \_\_\_\_\_

Description of Work: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Have you ever been charged or accused of any child abuse or other unlawful action toward children?

Yes / No      If Yes, provide details: \_\_\_\_\_

Have you ever been charged with any offense involving a law enforcement officer?

Yes / No      If yes, provide details: \_\_\_\_\_

**Personal References**

Spiritual - A spiritual leader who knows you well

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Pastoral - Pastor of the church you are currently attending (if different from above)

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Professional - Someone who has supervised your work, preferably educational work

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Friend - A person who has known you for a number of years (not a relative)

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_

### **Personal Philosophy**

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

*(Applicants for positions other than full-time teacher may omit B and H.)*

- A. Why do you wish to teach at Providence Christian School?
- B. What is your philosophy of education? (If you are applying for grades 1-6, please incorporate in your response your belief about how children learn to read)
- C. What do you consider to be the proper classroom atmosphere for teaching?
- D. What are your thoughts on discipline in the classroom, including your view of corporal punishment?
- E. What areas do you feel are your strengths? Your weaknesses?
- F. What do you believe about the origin of the earth and mankind?
- G. Please read and give your thoughts on either of these books by Douglas Wilson: Recovering the Lost Tools of Learning or The Case for Classical Christian Education.
- H. For a God-honoring educational environment to exist, describe the proper relationship between the individual families and the Christian school.
- I. Can anything occur outside of God's sovereign control? (What about a believer's salvation, difficult trials that happen to Christians or events like Hitler's rise to power and rule, 9/11, or tsunamis?)
- J. Can anything occur that diminishes God's goodness, wisdom or love?
- K. All believers lean on their own understanding at times. How serious is this and how does the Scripture help us "trust in the Lord with all your heart" instead?

***Please include a small photograph of yourself with your completed application.***

### **Confidentiality Agreement**

As a matter of Christian integrity and honor and as a trusted member of the Providence Christian School faculty and staff, I hereby agree that I will maintain an attitude of confidentiality regarding the students, faculty, and staff of Providence Christian School.

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Signature of Applicant

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Date

## ***Statement of Faith***

The Statement of Faith defines the essential beliefs that guide the ministry of Providence Christian School. These primary doctrines are the key elements of Christianity that are taught in various ways throughout all grade levels. Secondary doctrine includes topics such as baptism, the gifts of the Spirit, the Sabbath and the end times, and will not be emphasized in the teaching of the school. Secondary doctrine is important but, within the Christian community, there is liberty to interpret such matters differently. When these types of doctrines and issues arise, they will be referred back to the family and local churches for discussion.

1. **Sovereignty of God:** God sovereignly controls all that occurs in His world and in His Church. His plans and purposes always prevail, nothing can thwart them.
2. **Inerrancy of Scripture:** God's written Word, the Bible, is free from error and completely trustworthy. It is His Truth and the final authority in all matters.
3. **God's Creation of the World and Man:** The Triune God, Father, Son and Holy Spirit, alone has existed from eternity past and in His wisdom decided to create the universe from nothing. God spoke and it came into existence. Humanity did not evolve from lower life forms, but was created by God. Man, male and female, was created with dignity in that they are made in God's image and created in humility in that their purpose is to glorify God and enjoy Him forever.
4. **Fall of Mankind:** All mankind participated in Adam's fall from his original sinless state and is thus lost in sin and totally depraved.
5. **Jesus, Savior of Sinners:** Jesus Christ is the unique Son of God and the only Savior of the world. He was born of a virgin and lived a sinless life. He purchased redemption by His substitutionary atonement on the cross. Jesus bodily rose from the dead, ascended to the right hand of the Father and He will come again in power and glory.
6. **Justification by Faith Alone:** Sinners are justified by faith alone. They don't deserve salvation and they can't earn or work for it. Justification is totally due to God's grace and is received by faith in Jesus Christ.
7. **Empowering Holy Spirit:** Every true believer in Jesus Christ is indwelt and empowered by the Holy Spirit. The Holy Spirit enables believers to live a godly life and to perform good works.
8. **Final Judgment and Resurrection:** At the Second Coming of Christ, the saved and the lost will be bodily resurrected and judged. The saved are resurrected to eternal life and the lost are resurrected to eternal condemnation.
9. **Body of Christ:** All believers are spiritually united in the Lord Jesus Christ. Every believer is a member of the Body of Christ.

### **Applicant's Certification and Agreement**

I understand that Providence Christian School does not discriminate in its employment practices against any person because of sex, race, color, national or ethnic origin, or handicap.

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 significant omission of fact during any phase of the hiring process may prevent me from being hired, or if hired, may subject me to immediate dismissal.

I authorize Providence Christian School to inquire about my work and personal history and to verify all data given in my application for employment, related papers, and my oral interviews. I authorize the release and giving of any information requested by Providence Christian School such as employment records, performance reviews, and personal references. I further (do, do not) waive the right to personally view any references given to Providence Christian School.

### **Lifestyle Commitment**

Employee will manifest by precept and example the highest Christian virtue and personal decorum, serving as a Christian role model (I Tim. 4:12) both in and out of the school to the children (Luke 6:40), and as an example to parents and fellow staff members in judgment, dignity, respect, and Christian living. Furthermore, the use of vulgar or profane language, the loss of temper, and sinning in anger will not be tolerated (Col. 3:17, Titus 2:7-8, I Thess. 2:10, 5:18, 22-23, and James 3:17-18).

Employee pledges to refrain from all activities that provide a public platform to, or imply support or even neutrality toward those who advocate positions on serious moral issues that are clearly contrary to the sanctity of life teaching, most especially the reverence for the sanctity of all human life from conception to natural death. From the moment of conception, each person is created in the image of God and points us to God's sovereign rule in this world. All human life is of inestimable worth and significance in all its dimensions, including the unborn, the aged, the widowed, the mentally handicapped, the unattractive, the physically challenged and every other condition in which humanness is expressed from conception to the grave (Genesis 1:26, 27, 5:1; Psalm 139:13-16; Exodus 20:13; Psalm 127:3).

Employee agrees that the Bible dictates the standards for sexual behavior, as well. Any promiscuity, homosexuality, or other deviant sexual behavior is forbidden, and as such, violates the bona fide occupational requirement of being a Christian role model. The unique roles of the male and female are clearly defined in Scripture. God recognizes homosexuality and other deviant behavior as perversion and sin. Therefore, deviation from Scriptural behavioral standards is grounds for termination (Romans 12:1-2; I Cor. 6:9-20; Eph. 4:1-11, 5:1-7; I Thess. 4:3-8; I Timothy 4:12; II Timothy 2:19-22; I Peter 1:15-16, 2:15-17).

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

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Signature of Applicant

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Date

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**Request for Criminal Records Check and Authorization**

I hereby request this police department to release any information which pertains to any record of convictions contained in its files or in any criminal file maintained on me whether local, state, or national. I hereby release said police department from any and all liability resulting from such disclosure.

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Print Maiden Name if Applicable \_\_\_\_\_

Print all Aliases \_\_\_\_\_

Date of Birth \_\_\_\_\_

Place of Birth \_\_\_\_\_

Social Security Number \_\_\_\_\_

Today's Date \_\_\_\_\_

Record Sent To:

Providence Christian School  
Attention: Administrator  
4847 Murphy Mill Road  
Dothan, AL 36303

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**PROVIDENCE CHRISTIAN SCHOOL  
CONFIDENTIAL PRIMARY SCREENING FORM**

This application is to be completed by all applicants for any position involving the supervision of minors. This is not an employment application form. Persons seeking a position in the school as a paid employee will be required to complete an employment application in addition to this screening form. It is being used to help the school provide a safe and secure environment for those children who participate in our program and use our facilities.

PERSONAL

Date: \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

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

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone: (      ) \_\_\_\_\_

1. Have you ever been convicted of or pleaded guilty to a crime?  
Yes \_\_\_\_\_ (if yes, please explain – attach a separate page, if necessary) \_\_\_\_\_  
No \_\_\_\_\_
2. Were you a victim of abuse or molestation while a minor?  
Yes \_\_\_\_\_  
No \_\_\_\_\_  
If you prefer, you may refuse to answer this question, or you may discuss your answer in confidence with the Administrator rather than answering it on this form. Answering yes, or leaving the question unanswered, will not automatically disqualify an applicant for work.
3. Do you have a current driver's license?  
Yes \_\_\_\_\_ If yes, please list your drivers license number \_\_\_\_\_  
No \_\_\_\_\_

4. Do you have any work related disabilities, and if so, what accommodations would be necessary?\_\_\_\_\_

If you prefer, you may refuse to answer this question, or you may discuss your answer in confidence with the Administrator rather than answering it on this form. Answering yes, or leaving the question unanswered, will not automatically disqualify an applicant for work.

5. Name of church of which you are a member:\_\_\_\_\_

6. List all previous church work involving children (list each church's name and address, type of work performed, and dates)\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Personal References (not former employers or relatives)

Name\_\_\_\_\_Name\_\_\_\_\_

Address\_\_\_\_\_Address\_\_\_\_\_  
\_\_\_\_\_

Telephone(\_\_\_\_\_)\_\_\_\_\_Telephone(\_\_\_\_\_)\_\_\_\_\_

#### Applicant's Statement

The information contained in this application is correct to the best of my knowledge. I authorize any references or churches listed in this application to give you any information (including opinions) that they may have regarding my character and fitness for working with children. In consideration of the receipt and evaluation of this application by Providence Christian School, I hereby release any individual, church, youth organization, charity, employer, reference, or any other person or organization, including record custodians, both collectively and individually, from any and all liability for damages of whatever kind or nature which may at any time result to me, my heirs, or family, on account of compliance or any attempts to comply, with this authorization. I waive any right that I may have to inspect any information provided about me by any person or organization identified by me in this application.

Should my application be accepted, I agree to be bound by the policies of Providence Christian School, and to refrain from unscriptural conduct in the performance of my services on behalf of the school.

I further state that I HAVE CAREFULLY READ THE FOREGOING RELEASE AND KNOW THE CONTENTS THEREOF AND SIGN THIS RELEASE AS MY OWN FREE ACT. This is a legally binding agreement which I have read and understand.

Applicant's Signature\_\_\_\_\_

Date\_\_\_\_\_

Witness\_\_\_\_\_

Date\_\_\_\_\_