

Mullein Hill Christian Academy

Application for Teachers

Your interest in Mullein Hill Christian Academy is appreciated. We invite you to fill out this initial application and return it to our school office. We will 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 seek applicants who are professionally qualified, love children, and who, by the pattern of their lives, are Christian role models.

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.

“The student is not above the teacher, but everyone who is fully trained will be like their teacher.”

~ Luke 6:40

A. Applicant's Name and Address

Full name: _____

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

Present address: _____

Daytime Phone #: (____) _____ Evening Phone #: (____) _____

Best time to call you? _____ Length of time at this address? _____

Permanent address and phone number if different than present address:

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 Kindergarten Elementary Junior High High School

Full time Part time Substitute

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. (Indicate grade or ability levels)

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

c. Christian Background

In your own handwriting, on a separate paper, briefly give your Christian testimony. Carefully read our [Statement of Faith](#) and indicate your degree of support.

I fully support the Statement as written without mental reservations.

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.

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?

Are you capable of teaching a Bible class?

Yes No If yes, what would be your subject preferences?

To what extent do you believe you should become involved in Sunday and other weekday 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. Professional Qualifications

To do - Attach photocopies of all your postsecondary transcripts. Should you be offered a position, official copies of your transcripts must be provided for inclusion in your personnel file.

What degree or degrees do you hold?

Degree	Date Received	Issuing Institution
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

Your Major(s)

Your Minor(s)

Cumulative grade point average Bachelor's _____ Graduate work _____

Total (circle one) semester or quarter units after date of Bachelor's degree _____

Sequentially list your teaching experience with most recent first.

School's Name	Grades or Subjects	Dates
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

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

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:

Do you have an ACSI Teaching Certificate?

Yes No

What level? _____ Remains valid for _____ years.

Do you have a state teaching certificate? Yes No If yes, in what state: _____

What kind? _____ Remains valid for _____ years.

Endorsement(s) List semester hours in endorsement area(s)

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

To do - Attach photocopies of any certificates held.

Have you had any courses in the Christian Philosophy of Education? If so, where and when?

If not, would you be willing to take such a course by correspondence or otherwise?

Yes No

To do - Attach a typed copy of 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? Give details:

List any conferences or seminars that you have led or participated in recently:

Describe how teacher evaluation has been helpful to you:

E. Personal Philosophy

To do - On separate paper, label and succinctly answer in one or two paragraphs each of the questions below.

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.

F. Employment History

Please start with your current or most recent employer and work backwards for the past 10 years. If necessary, you may follow the same format on the reverse.

1. **Position** _____

Dates of Employment _____ to _____

Address _____

Supervisor's Name and Phone # _____

Reason for leaving

2. **Position** _____

Dates of Employment _____ to _____

Address _____

Supervisor's Name and Phone # _____

Reason for leaving

3. **Position** _____

Dates of Employment _____ to _____

Address _____

Supervisor's Name and Phone # _____

Reason for leaving

4. **Position** _____

Dates of Employment _____ to _____

Address _____

Supervisor's Name and Phone # _____

Reason for leaving

5. **Position** _____

Dates of Employment _____ to _____

Address _____

Supervisor's Name and Phone # _____

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 training or education did you receive?

Are you holding or have you already signed a contract for next year with any other educational institution?

Yes No

G. **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 professional training and experience. List your current or most recent principal or supervisor first.

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

H. Applicant's certification and agreement

I understand that MHCA 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 MHCA 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.

Signature of Applicant

Date

Statement of Faith

Doctrine: Mullein Hill Christian Academy receives the Bible as its authority in matters of faith and practice. Its understanding of Christian truth as contained therein is in essential accord with the belief of the New Testament churches as indicated in the Declaration of Faith and New Testament Principles.

DECLARATION OF FAITH

Section 1:

Of the Scriptures - We believe that the Bible, both Old and New Testaments in their original writings, is the inspired Word of God, and that it is the supreme and final authority in faith and life. (2 Timothy 3:16, 17; 2 Peter 1:19-21)

Section 2:

Of God - We believe in one God, eternally existing in three persons; Father, Son and Holy Spirit. (Matthew 28:19, 1 Peter 1:2; 2 Corinthians 13:14)

Section 3:

Of the Holy Spirit - We believe:

- A. That the Holy Spirit is a Divine Person, equal with God the Father and with God the Son.
- B. That He convicts the world of sin, of righteousness, and of judgment, and the restraining force against the evil one until God's purpose is fulfilled.
- C. That He convicts, regenerates, and indwells every believer in Jesus Christ. Also, that He comforts, sanctifies and teaches the believer. (John 14:16; 16:8-11, Matthew 28:19; 2 Thessalonians 2:7)

Section 4:

Of Jesus Christ - We believe:

- A. In the virgin birth of the Lord Jesus Christ.
- B. That He is true God and true man.
- C. That He is God the Son and the Son of God.
- D. In His bodily resurrection, His ascension, and His bodily visible return to the world according to His promise. (Genesis 3:15, Isaiah 7:14, Matthew 1:18- 25, Luke 1:35, John 1:14; 14:1-3; 1 Corinthians 15)

Section 5:

Of Man - We believe:

- A. That man was created in the image of God.
- B. That he sinned and thereby incurred not only physical death, but also spiritual death, which is separation from God.
- C. That since his fall, all human beings are born with a sinful nature. (Genesis 1:27, Romans 5:12, John 8:44; Ephesians 2:3)

Section 6:

Of the Atonement - We believe:

- A. That the Lord Jesus Christ died for our sins as our substitutionary sacrifice.
- B. That all who believe in Him and the finished work of Calvary by faith are justified in God's eyes on the ground of His shed blood, and have everlasting life now and forever. (Galatians 3:13, Romans 5:8, Ephesians 1:7; John 3:36; 5:24)

Section 7:

Of Salvation - We believe:

- A. That in order to be saved, sinners must be born again by the Spirit of God, which makes one a new creation and a child of God.
- B. That salvation is a free gift, by grace, entirely apart from works. (John 3:3-6, Ephesians 2:8-9, 2 Corinthians 5:17; John 1:12)

Section 8:

Of Eternity - We believe:

- A. In the bodily resurrection of the just and the unjust.
- B. In the everlasting blessedness of the saved.
- C. In the everlasting punishment of the lost. (1 Corinthians 15:51-57, 1 Thessalonians 4:15-17, John 14:1-4; Revelation 20:12-15)

Section 9:

Of the Church - We believe:

- A. That the New Testament Church is a body of believers joined for worship in fulfillment to His commission.
- B. That the Church is to be governed by the Scriptures. (Acts 2:41, 16:31-24; Galatians 1:6-12)

NEW TESTAMENT PRINCIPLES

When one accepts the Lord Jesus Christ as Lord and Savior, he also accepts His Word. The Bible is His Word. Therefore, the church with which one fellowship should be in accord with the Word of God. The following principles are the distinctive which mark a New Testament Church.

- A. **The Authority of the Bible:** Mullein Hill Christian Academy believes the Bible is divinely inspired, completely trustworthy in its entirety, and that it is the only full, final, complete and infallible revelation of God from God to man. It is a complete rule of faith and practice. For this reason we recognize no other authority above the Bible. (2 Timothy 2:15, 3:15; 2 Peter 1:21; Jude 3)
- B. **The Priesthood of all Believers:** Mullein Hill Christian Academy believes that every believer in the finished, atoning work of the Lord Jesus Christ has the right to direct access to God, and that no priest, church, nor decree can come between the believing soul and his Lord. (1 Timothy 2:5, 1 Peter 2:5; Matthew 13:11)
- C. **Separation of Church and State:** Mullein Hill Christian Academy believes the Church should be separate from the state and is opposed to any form of religious coercion. The function of the church and state are in different realms and one has no right of authority over the other. (Matthew 22:21)