

# Christ The Cornerstone Academy

Laurinburg, North Carolina 28352

(910) 280-1550

## Substitute/ Volunteer TEACHER APPLICATION

Thank you for your interest in Christ the Cornerstone Academy. We invite you to complete this application and return it to our school office. If we have continued interest in your candidacy, we will send you some follow-up questions and arrange for a personal interview.

We recognize the importance of teachers and are always seeking to build a staff of qualified and godly men and women to instruct our students. Our prayer is that God will guide us in hiring professionally qualified instructors who truly love and value children and seek, by the pattern of their lives, to point others to Christ. (Luke 6:40)

We look forward to receiving your application. Thank you again 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.

### APPLICANT'S NAME AND ADDRESS

Full Name: \_\_\_\_\_

Application Date: \_\_\_\_\_ Days/Times Available: \_\_\_\_\_

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

\_\_\_\_\_

Phone: Days (\_\_\_\_) \_\_\_\_\_ Evenings: (\_\_\_\_) \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Best time to call you: \_\_\_\_\_ Social Security Number \_\_\_\_\_

How long have you lived at the above address? \_\_\_\_\_

Permanent Address and Phone Number if different than present address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\* On reverse side, please list any additional addresses where you have resided at any time during the past five years.

## POSITION DESIRED

Please indicate 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, choice in the parenthesis. Then to the right, please indicate the grade or subject in order of preference.

- ( ) Kindergarten
- ( ) Grades One - Five \_\_\_\_\_
- ( ) Grades Six – Eight \_\_\_\_\_
- ( ) Grades Nine – Twelve \_\_\_\_\_
- ( ) Other \_\_\_\_\_
- ( ) Substitute      ( ) Volunteer

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

\_\_\_\_\_

## CHRISTIAN BACKGROUND

**\* On a separate piece of 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 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.

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**                      Denominational preference? \_\_\_\_\_

**Service**

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

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?

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

**Devotional  
Life**

Describe your routine of personal Bible study and prayer.

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

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

\_\_\_\_\_

---

**PROFESSIONAL QUALIFICATIONS**

**Formal Training**

What degree(s) do you hold?

	Degree	Date Received	Issuing Institution
High School:	_____		
College:	_____		
	_____		
	_____		
	_____		
	_____		

Your Major(s):

Your Minor(s):

Cumulative GPA      BA \_\_\_\_\_      Graduate Work \_\_\_\_\_

**Teaching Experience**

Sequentially list any teaching experience with most recent first.

School's Name	Grades or Subjects	Dates
---------------	--------------------	-------

**EMPLOYMENT HISTORY**

Please start with your current or most recent employer and work backwards for the past **two years**. If necessary, you may make copies of this page or, following the same format, use the reverse side.

**Work Background**

- Employer  
 Position \_\_\_\_\_ Dates of Employment  
 Address  
  
 Supervisor's Name and Phone Number  
 Reason for leaving

- 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?

### **PERSONAL REFERENCES**

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

### **APPLICANT'S CERTIFICATION AND AGREEMENT**

I understand that Christ the Cornerstone 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 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 Christ the Cornerstone Academy 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 Christ the Cornerstone 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 Christ the Cornerstone Academy.

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 Christ the Cornerstone Academy 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 \_\_\_\_\_

## **CHRIST THE CORNERSTONE ACADEMY**

### **AUTHORIZATION TO RELEASE REFERENCE INFORMATION**

I have made application for a position as \_\_\_\_\_ with Christ the Cornerstone Academy. I have authorized the school to thoroughly investigate references, 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 Christ the Cornerstone 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 Christ the Cornerstone Academy.

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

Applicant's Name (print) \_\_\_\_\_

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

Applicant's Social Security Number \_\_\_\_\_ Date \_\_\_\_\_