

Central Christian School

1910 E. 30th Avenue

Phone: (620) 663-2174

Hutchinson, KS 67502

Website: cougarsccs.com

E-Mail: jpoole@cougarsccs.com

STAFF APPLICATION

All employment decisions of Central Christian School are made to further Central Christian School's mission to educate, equip, and edify every student to exalt the name of Jesus Christ. Central Christian School is an equal opportunity employer and does not discriminate on any basis covered by applicable law. As a nonprofit faith-based employer, Central Christian School reserves the right to carefully and fully explore the religious values, faith, personal conduct, and convictions of applicants and employees in order to employ only those individuals who support, advance, and live in a manner consistent with our Statement of Beliefs and Faith-based Code of Conduct.

We are seeking applicants who are professionally qualified, who love students, 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: _____
Address: _____ Social Security Number _____ - _____ - _____
City: _____ State: _____ Zip: _____
Phone: Days (_____) _____ - _____ Evenings (_____) _____ - _____
E-mail address _____@_____ Spouse's Name _____

B. POSITION DESIRED

Position of interest - _____

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

Please list activities or sports for which you would be capable and willing to direct, sponsor, or coach (if any).

(Circle as many as apply)

Speech	Basketball	Golf	Worship Team	Student Council	Drama
Class Sponsor	Football	Band	Track	Volleyball	Debate
Scholars Bowl	Small ensembles	Cheerleading	Small Bible/Prayer Group	Weight Lifting	

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

What are your special interests or hobbies? _____

BACKGROUND

* Briefly give your Christian testimony. Please use a separate sheet of paper.

Please carefully read our Doctrinal Statement and indicate your degree of support.

Central Christian School Doctrinal Statement

A. The Scriptures

We believe the Scriptures of the Old and New Testaments are the only verbally inspired and infallible Word of God, without error in their original writings, and that they are the final authority for faith in God and in Christian living.

B. The Godhead

We believe in one God, personal, infinite, and holy, eternally existing in three distinct persons: The Father, the Son, and the Holy Spirit. We believe that God created all things, not by evolutionary processes, but directly and immediately, and that He sustains and guides all things to His predetermined ends. We believe that God is love, as expressed in the Bible.

C. God The Father

We believe in the sovereignty of God the Father, that He is the eternal Father of His only begotten Son, our Lord Jesus Christ, and that He is the Father of only those who accept the Lord Jesus Christ as their own personal Savior.

D. God The Son

We believe that Jesus Christ was conceived of the Holy Spirit, born of the virgin Mary, is true God and true man, lived a sinless life, performed many miracles, died a substitutionary death on the cross, shed His blood for our sins, arose bodily from the grave, and ascended into heaven as our High Priest, Advocate, and King. We believe in His visible, imminent and personal return in power and glory.

E. God The Holy Spirit

We believe in the present ministry of the Holy Spirit Who regenerates; convicts of sin; indwells every believer at conversion; seals; sanctifies; fills; comforts; guides; teaches; gives gifts to believers for the building up of the saints; enables the believers for the building up of the saints; enables the believer to live a godly life; and empowers the believer for effective Christian service.

F. Satan

We believe that Satan is the fallen angel who tempted our first parents to sin, that he is the enemy of the Triune God and all mankind, soliciting the believer to sin, accusing him before God, and striving to keep the unbeliever from accepting Christ. We believe he will be consigned to the Lake of Fire forever.

G. Man

We believe that man was created in the image of God; that he sinned and thereby incurred both physical and spiritual death on himself (which is separation from God); and that all human beings are born with a sinful nature and, therefore, are sinners by choice in thought, word, and deed.

H. Salvation

We believe that all who believe on the Lord Jesus Christ, truly repent of their sins and receive Him by faith, are born again of the Holy Spirit, thereby becoming children of God. We believe that at death the spirit of the Christian departs to be with the Lord. We believe in the resurrection of the dead, the unsaved unto everlasting damnation and the saved unto everlasting blessedness with the Lord God.

I. The Church

We believe in both the church universal, which is composed of all believers in Jesus Christ both the living and the dead, and the individual church congregation through whom God works to carry out the Great Commission.

I fully support the Statement as written without any 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 Comments - _____

What is your local church affiliation? _____

Are you presently a member of your church? Yes No How many years? _____

In what church activities are you involved and with what degree of regularity? _____

Pastor's Name _____ Pastor's Phone (_____) _____ - _____

What other Christian service opportunities have you had since becoming a Christian? _____

Describe your routine of personal communication with God. _____

D. PROFESSIONAL QUALIFICATIONS

High School diploma received from _____ School Name _____ City _____ State _____

What degree(s) or degrees do you hold? (if any)

Degree	Date Received	Issuing Institution		
		Major(s)	Major(s)	Minor

Sequentially list your work experience with most recent first or attach a resume of your experience.

Dates	Company Name	Supervisor	Job Title
_____ _____ _____	_____	_____	_____
_____ _____ _____	_____	_____	_____
_____ _____ _____	_____	_____	_____
_____ _____ _____	_____	_____	_____
_____ _____ _____	_____	_____	_____

Skill endorsements or certificate(s) or **attach photocopies of certificate(s) held.**

Have you served in the military? Yes ___ No _____. If yes, what type of training or education did you receive? _____

E. PERSONAL PHILOSOPHY

1. Why do you wish to work at Central Christian School?

2. What are the main characteristics that make a Christian school unique?

3. What areas do you feel are your strengths?

4. What do you believe about the origin of the earth and mankind?

5. Please summarize any additional information that you would like to present regarding your candidacy for this position.

G. PERSONAL REFERENCES Give two references qualified to speak of your spiritual experience and Christian service.

1. _____
Name Address City State Zip
(____) _____ (____) _____
Daytime Phone Evening Phone @
E-Mail Address

2. _____
Name Address City State Zip
(____) _____ (____) _____
Daytime Phone Evening Phone @
E-Mail Address

Give two references who are qualified to speak of your professional training or experience. **List your current or most recent supervisor first.**

1. _____
Name Title Address

City State Zip @
E-Mail Address

2. _____
Name Title Address

City State Zip @
E-Mail Address

3. _____
Name Title Address

City State Zip @
E-Mail Address

H. APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that Central 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 Central 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 may be working with or alongside children, I understand that I may be subjected to a fingerprint check by authorities. I agree to fully cooperate in providing and recording as many sets of my fingerprints as 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 agreement is being offered at this time.

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

_____ - _____
Signature of Applicant Date

Items to include with your application.

- 1. Personal testimony
- 2. Copies of current certificates
- 3. Reference letters (if any)

Please Submit to:
Central Christian School
Joley Poole, Director of Business Operations
1910 East 30th Avenue
Hutchinson, KS 67502

Communication:
jpoole@cougarsccs.com
Phone: (620) 663-2174

The following information is requested from all applicants to document the school's good faith effort to provide appropriate staff and protect children. Because of the personal and private nature of the information, your answers will be kept confidential. If you prefer to discuss your answers in confidence with the administrator rather than on this form, please indicate this.

PERSONAL QUESTIONNAIRE

Do you have any physical, mental, health, or life-style problems (please list) which could keep you from effectively working with children or that could cause potential harm? ____ Yes ____ No

If yes, please list and explain:

YES NO

____ ____ Do you enjoy the energy, spontaneity, and curiosity of children?

____ ____ Are you willing to read and follow Central Christian School's policies regarding caring for children?

____ ____ Are you willing to receive training on Central Christian School's policies regarding hygiene, safety, and security procedures?

____ ____ Are you willing to receive training meeting the physical, mental, emotional, social, and spiritual needs of children as a staff member?

____ ____ Will your own spiritual growth and participation in worship services continue to be a priority in your life?

Notification and Authorization to Release Criminal Information for Employment Purposes

Notification

The position for which I am being considered requires me to consent to a criminal background check as a condition of employment. This check includes the following: Criminal history reference searches for felony and misdemeanor convictions at the county and federal levels of every jurisdiction where I currently reside or where I have resided during the past 7 years; and sex offender registry searches at the county and federal levels in every jurisdiction where I currently reside or where I have resided.

Authorization

I hereby authorize Central Christian School to conduct the criminal background check described above. In connection with this, I also authorize the use of law enforcement agencies and/or private background check organizations to assist Central Christian School in collecting this information.

I also am aware that records of arrests on pending charges and/or convictions are not an absolute bar to employment. Such information will be used to determine whether the results of the background check reasonably bear on my trustworthiness or my ability to perform the duties of my position in a manner which is safe for Central Christian School, students, employees, and other community members.

Position(s) Applied for: _____

Please print (for identification purposes):

Full Legal Name: _____

First

Middle

Last

Other Names You Have Used in Past Seven Years: _____

Current Address: _____

Previous Address (most recent): _____

Addresses in the 7 years prior to completing this authorization: _____

Phone Number: _____

Alternate Phone Number: _____

Date of Birth: _____

Gender: Female _____ Male _____

Social Security Number: _____

Driver's License # _____

State of Driver's License _____

Have you ever been convicted of a criminal *offense or have any pending criminal* charges against you?

*This refers only to felonies and misdemeanors; you do not need to include non-criminal traffic violations or municipal ordinance violations.

Yes _____ (provide detail on next page) No _____

To the best of my knowledge, the information provided in this Notice and Authorization and any attachments thereto is true and complete. I understand that any falsification or omission of information may disqualify me for this position and/or may serve as grounds for the severance of my employment with Central Christian School. By signing below I hereby provide my authorization to Central Christian School to conduct a criminal background check. In addition to those rights, I understand that I have a right to appeal an adverse employment decision made by Central Christian School based on my background check information within three business days of receipt of such notice and that a determination on my appeal will be made in seven working days from Central Christian School's receipt of such appeal.

Signature

Date