



# Hillsdale Christian School

P.O. Box 8  
200 E. Taylor Ave.  
Hillsdale, OK 73743

Phone: (580) 635-2211

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Fax: (580) 635-2392

## Teacher Application

Your interest in Hillsdale Christian School is appreciated. We invite you to complete the following application and return it to the address above as soon as possible. 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 contact your references. If we have continued interest in your candidacy, we will arrange a personal interview.

Strong Christian leadership is essential for our school. We are grateful for teachers who are professionally qualified, who love and know children, and who by the pattern of their lives in and out of school exemplify Christ.

We look forward to receiving your application.

### I. Applicant's Personal Information

Full Name: \_\_\_\_\_ Application Date: \_\_\_\_\_

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

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

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

Email address \_\_\_\_\_

### Position Desired

What are you qualified to teach? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

Please circle the activities for which you would be capable and willing to direct, sponsor, or coach.

Speech Meet  
Academic Team

Basketball  
Cheerleading

Worship leader  
Science Fair

Music  
Bible Study

Math Olympics  
Spelling Bee

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

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What are your special interests or hobbies? \_\_\_\_\_

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II. Christian Background

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

Carefully read our Statement of Purpose, Philosophy, and Faith and indicate your degree of support.

**Hillsdale Christian School**

PURPOSE: Hillsdale Christian School was established by its founders to make available a school which would work in harmony with the home and church in educating young people in all areas of life – spiritual, intellectual, social, and physical.

PHILOSOPHY: The philosophy of Hillsdale Christian School is based on a God-centered view that all truth is God's truth and that the Bible is the inspired and only infallible, authoritative Word of God containing this truth. As an educational institution, Hillsdale Christian School believes bringing up a child in Christ-likeness is primarily the responsibility and biblical duty of the parent. Our school exists, therefore, to assist in that education, working together with the family and church. The curriculum of Hillsdale Christian School arises from our philosophy that places God, not man, in the center of all things.

FAITH:

1. We believe in one God, existing eternally in three persons, Father, Son, and Holy Spirit. (Genesis 1:1, Matthew 28:19, John 10:30).
2. We believe that the Bible is the inspired work of God, without error in the original manuscript, and the perfect standard for faith and practice (2 Timothy 3:15, 2 Peter 1:21).
3. We believe in the virgin birth of Jesus Christ and His Deity, His sinless life, His crucifixion, His bodily resurrection, His ascension to the Father where He is now in the presence of God acting as our intercessor (Isaiah 7:14, Matthew 1:23, Hebrews 4:7, 15, 26, John 10:30, 1 Corinthians 15:3, Ephesians 1:7, John 11:35, 1 Corinthians 15:4, Mark 16:19).
4. We believe that man was created in the image of God by the direct will of God (Genesis 1:26, 28, Genesis 5:1-2).
5. We believe that because of the fall of Adam, all men are born in sin and in need of a Savior (Romans 3:23, John 3:16-19).
6. We believe that we are saved by grace through faith in Jesus Christ, God's only begotten Son who shed His blood on the cross in atonement for our sins and our eternal salvation (Ephesians 2:8-10, Romans 5:8-9).
7. We believe that the indwelling of the Holy Spirit enables us to live a Godly life (1 Corinthians 6:19-20, Romans 8:13-14).
8. We believe that in the resurrection of the dead, the just too eternal joy with Christ, the unjust to eternal punishment in Hell (John 5: 28-29, Revelation 20: 11-15).
9. We believe in the personal return of our Lord and Savior, Jesus Christ (Acts 1:11, Revelation 19:11)

\_\_\_\_\_ I fully support the Statements as written without any reservations.

Signature \_\_\_\_\_

\_\_\_\_\_ I support the Statements 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 \_\_\_\_\_

What church do you currently attend?

\_\_\_\_\_

Are you a member of your church? \_\_\_\_\_ Yes \_\_\_\_\_ No Years? \_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

What other Christian service have you done since becoming a Christian? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

### III. Professional Qualifications

*\*Please attach photocopies of all your transcripts. Should you be offered a position, official copies of your transcripts must be provided to the school for inclusion in your personnel file.*

What degree(s) do you hold?

\_\_\_\_\_

Degree	Date Received	Issuing Institution
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\_\_\_\_\_

Degree	Date Received	Issuing Institution
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\_\_\_\_\_

Degree	Date Received	Issuing Institution
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\_\_\_\_\_

Major(s)

Major(s)

Minor

Please list any Association of Christian Schools International (ACSI) teaching credentials.

Type of Certificate	Subject Area(s)	Date of Expiration
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If none, are you willing to apply for ACSI teaching certification?    YES                  NO

Please list currently valid state teaching credentials/licenses.

State	Type of Certificate	Subject	Date of Expiration
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List most recent teaching experience:

Dates	Name of School & Address	Subject/Grades	Reason for leaving
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Total number of teaching years:                  Public: \_\_\_\_\_                  Christian: \_\_\_\_\_

Please account for any time gaps in employment. \_\_\_\_\_

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Are you holding or under contract for next year?                  YES                  NO

List any work experiences that may have significance for the type of position for which you are applying.

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List any other educational experiences that you have had including opportunities to travel.

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List the books or articles that you have read recently that have helped you to grow professionally.

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

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If not, would you be willing to take such a course?                      YES                      NO

List any courses you have taken with specific training for Christian schools, conferences in which you have participated and/or seminars you have led.

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IV. Personal Philosophy

Please attach a typed copy of the answers to the following questions.

1. What is your personal Christian philosophy of education? How would you implement this philosophy in the classroom?
2. Why do you wish to teach in a Christian school?
3. What do you consider to be the proper classroom atmosphere for learning?
4. What is your philosophy of discipline?
5. What are your strengths and weaknesses?
6. What do you believe about the origin of the earth and mankind?
7. What approach would you take with a student in class who expresses a desire to make a decision to trust Christ as Savior?
8. Please summarize any additional information that you would like to present regarding your candidacy for this position.

V. References

Give three references who are qualified to speak of your SPIRITUAL experience and Christian service.

1. Name \_\_\_\_\_ Phone \_\_\_\_\_  
Position \_\_\_\_\_ Email \_\_\_\_\_
2. Name \_\_\_\_\_ Phone \_\_\_\_\_  
Position \_\_\_\_\_ Email \_\_\_\_\_
3. Name \_\_\_\_\_ Phone \_\_\_\_\_  
Position \_\_\_\_\_ Email \_\_\_\_\_

Give three references who are qualified to speak of your PROFESSIONAL training and experience.

1. Name \_\_\_\_\_ Phone \_\_\_\_\_  
Position \_\_\_\_\_ Email \_\_\_\_\_

2. Name \_\_\_\_\_ Phone \_\_\_\_\_

Position \_\_\_\_\_ Email \_\_\_\_\_

3. Name \_\_\_\_\_ Phone \_\_\_\_\_

Position \_\_\_\_\_ Email \_\_\_\_\_

VI. Applicant's Certification and Agreement

I understand that Hillsdale 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 Hillsdale 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 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:

Personal testimony

Copies of current certificates

College transcripts

**Personal Questionnaire/Consent Form**

**For Teacher/Staff Applicants**

The following information is requested from all applicants to document the school's good faith effort to provide appropriate teachers and 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 which could keep you from effectively working with children or that could cause potential harm? \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, please list and explain:

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- YES NO Do you enjoy the energy, spontaneity, and curiosity of children?
- YES NO Are you willing to read and follow Hillsdale Christian School's policies regarding caring for and teaching children?
- YES NO Are you willing to receive training on Hillsdale Christian School's personnel policies as well as safety and security procedures?
- YES NO Are you willing to receive training so as to meet the physical, mental, emotional, social, and spiritual needs of children?
- YES NO Will your own spiritual growth and participation in worship services continue to be a priority in your life?

**CONSENT FOR BACKGROUND CHECK**

The information I have provided in this application is correct to the best of my knowledge. I authorize Hillsdale Christian School to provide information or opinions they may have regarding my character and fitness for working with children. I release Hillsdale Christian School, individuals representing the school, and all references from any liability in their compliance with this authorization. I also waive any right I may have to inspect references, letters, or statements.

I give my permission to Hillsdale Christian School to conduct background checks regarding criminal records, employment, and education files as needed for school use with regard to positions in which I supervise, teach, or care for minors.

Should my application be accepted, I agree to be bound by the bylaws and policies of this school and to refrain from unscriptural conduct in the performance of my services for the school.

I further state that I have carefully read the foregoing release and know the content thereof, and I sign this release as my own free act. This is a legally binding agreement, which I have read and understood. I understand that the information provided about me will be held as confidential.

Applicant's Printed Full Legal Name \_\_\_\_\_

Applicant's SSN \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Applicant's Date of Birth \_\_\_\_\_

Applicant's address \_\_\_\_\_

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_