



# TRADERS POINT CHRISTIAN ACADEMY

6600 South Indianapolis Road • Whitestown, IN 46075 • Phone: 317.769.2450 • Fax: 317.769.2456 • www.tpcs.org

## APPLICATION FOR TEACHER POSITION

*(Please print or type; you may also include a resume)*

Position being sought \_\_\_\_\_  Full-time  Part-time

Date of application \_\_\_\_\_ Date available for employment \_\_\_\_\_

Check all/any Grades/Classes Preferred:

- |   |  |                                       |
|---|--|---------------------------------------|
| <input type="checkbox"/> Early Childhood                            | <input type="checkbox"/> Elementary  | <input type="checkbox"/> Technology   |
| <input type="checkbox"/> Kindergarten to Fourth Grade               | <input type="checkbox"/> Music   | <input type="checkbox"/> Spanish      |
| <input type="checkbox"/> Fifth Grade to Eighth Grade                | <input type="checkbox"/> Physical Education                                  | <input type="checkbox"/> Media Center |
| <input type="checkbox"/> Secondary Literature/Art                   | <input type="checkbox"/> Secondary Math/Science                              |                                       |
| <input type="checkbox"/> Bible teacher/secondary chapel coordinator | <input type="checkbox"/> Bible teacher/pre and elementary chapel coordinator |                                       |

## PERSONAL INFORMATION

Name \_\_\_\_\_

Present address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

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

Cell phone \_\_\_\_\_ E-mail \_\_\_\_\_

Current employment status \_\_\_\_\_

## SPIRITUAL INFORMATION

When did you make your decision for Christ? \_\_\_\_\_

Church affiliation \_\_\_\_\_ Member?  Yes  No

How long? \_\_\_\_\_ Pastor's name \_\_\_\_\_

How often do you attend worship services? \_\_\_\_\_

How are you involved in the ministry of this church? \_\_\_\_\_

Are you familiar with spiritual gifts? If so, please list your gift(s): \_\_\_\_\_

Do you believe the Bible to be the only inspired and infallible Word of God?  Yes  No

Describe your view of the Bible and the impact that study of the Bible has had on your life:

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

**EDUCATIONAL & PROFESSIONAL EXPERIENCE**

**Educational Experience**

Level Attended	Name/Location of School	Major	Degree	Dates
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Secondary \_\_\_\_\_

College \_\_\_\_\_

Graduate \_\_\_\_\_

Other (include special training)

Number of continuing education units after undergraduate school \_\_\_\_\_

Cumulative Grade Point: Undergraduate \_\_\_\_\_ Graduate \_\_\_\_\_

Specialization:  Early Childhood     Kindergarten     Elementary     Secondary

Special Honors received during your schooling:

**Certification**

(Please attach photocopies of all college transcripts and your Indiana Teacher's License)

Type	Issued	Expires	State	Number
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Endorsements:

**Teaching Experience** (Begin with student teaching, then most recent position)

Grade/Subject taught	School & Address	Principal's Name/email address	Dates
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Total number of years of teaching experience: Public \_\_\_\_\_ Private \_\_\_\_\_

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

\_\_\_\_\_

Are you under contract for the ensuing year?  Yes  No

Have you ever been dismissed or asked to resign from teaching? If yes, explain what happened.

\_\_\_\_\_

\_\_\_\_\_

To what degree are you familiar with school curriculums, both secular & Christian?

\_\_\_\_\_

\_\_\_\_\_

List any military, work or volunteer experiences that give you additional preparation for teaching in a Christian school (please include work outside of education).

\_\_\_\_\_

\_\_\_\_\_

Have you had any courses in areas of Christian education? If so, where and when?

\_\_\_\_\_

\_\_\_\_\_

List the subject areas you most enjoy teaching.

\_\_\_\_\_

\_\_\_\_\_

Have you ever taught the Bible?  Yes  No

If yes, describe the context in which you taught Bible and your overall experience.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PERSONAL PHILOSOPHY**

On separate pages please label and succinctly answer each of the questions below in one or two paragraphs:

1. Write your personal Christian testimony.
2. Explain how you would incorporate the teaching of Christian values into daily learning activities.
3. From your viewpoint, describe the purpose and role of the Christian school in our community.

4. Why do you wish to teach in a Christian school, particularly Traders Point?
5. Describe your style and approach to teaching in the classroom.
6. Describe your philosophy and practice of discipline.
7. Describe your strengths and weakness as a teacher.
8. Summarize any additional information that you would like for us to know regarding your candidacy for this position.

## **REFERENCES**

You must sign the attached *Reference Release Form* and return it with this application. Please do not list family members or relatives as references. There is a minimum of one reference per category, although more are preferred.

Name	Complete Address	Email Address	Phone
Position/Relationship			

Professional (someone who has worked with you in teaching, including one supervisor)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Pastoral (a minister or leader in the church where you now attend)

1. \_\_\_\_\_
2. \_\_\_\_\_

Friend (someone who has known you for a number of years)

1. \_\_\_\_\_
2. \_\_\_\_\_



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

I understand that Traders Point Christian Academy is a Christian school whose purpose is to teach and practice Christian truth as found in the Scriptures in the context of the classroom.

I understand that Traders Point Christian Academy does not discriminate in its employment practices against any person because of gender, race, national or ethnic origin, or handicap. I further understand that any offer of employment is conditioned on the proof of legal authority to work in the United States.

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 understand that an investigative report including information concerning my character, employment history, general reputation, personal characteristics, policy record, education, qualifications, motor vehicle record, and/or mode of living may be obtained in connection with my application for and/or continued employment with Traders Point Christian Academy. Before adverse action is taken, based in whole or in part of the information contained in the consumer report, I will be provided a copy of the report, the name, address and telephone number of the reporting agency, a summary of my rights under the Fair Credit Reporting act, as well as additional information on my rights under the law.

By signing below, I voluntarily authorize Traders Point Christian Academy to inquire about my personal history, to perform an investigative report, 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 performance reviews and personal references. I release any person, organization or company from liability or damage which may result from furnishing the information requested, providing that it is done in good faith and without malice. I further waive the right to ever personally view any references given to Traders Point Christian Academy.

I further certify that I have carefully read and do understand the above statements along with the statements of mission, values and faith.

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*Applicant's Signature*

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*Date of Signature*



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## MISSION STATEMENT

Traders Point Christian Academy exists to challenge and educate students within the framework of a Biblical worldview while leading them to a personal faith and transformed life in Jesus Christ.

## CORE VALUES

We believe there is a core set of values found in God's Word, the Bible, that determine our goals, actions, speech and the framework of our relationship with others.

*Faith:* We believe Jesus Christ is God's Son and the only Lord and Savior of all creation.

*Knowledge:* We believe God is the pre-existent Creator and the ultimate source of all truth and knowledge.

*Education:* We believe formal schooling offers structured learning opportunities to develop skills needed for the successful completion of each developmental stage of life.

*Home:* We believe the school shares a co-worker relationship with the parents or guardians of the students.

*Teachers:* We believe teachers not only instruct, but also serve as role models.

## STATEMENT OF FAITH

- We believe the Bible to be the inspired, only infallible, authoritative, inerrant Word of God (II Timothy 3:15, II Peter 1:21).
- We believe there is one God, eternally existent in three persons - Father, Son and Holy Spirit (Genesis 1:1, Matthew 28:19, John 10:30).
- We believe in the deity of Christ (John 10:33), his virgin birth (Isaiah 7:14, Matthew 1:23, Luke 1:35), his sinless life (Hebrews 4:15 & 7:26), his miracles (John 2:11), his vicarious and atoning death (I Corinthians 15:3, Ephesians 1:7, Hebrews 2:9), his resurrection (John 11:25, I Corinthians 15:4), his ascension to the right of the Father (Mark 16:19) and his personal return in power and glory (Acts 1:11, Revelation 19:11).
- We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the sinfulness of human nature and that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith are we saved (John 3:15-21, John 5:24, Romans 3:23, Romans 5:8-9, Ephesians 2:8-10, Titus 3:5).
- We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation (John 5:28-29).
- We believe in the physical return of Jesus Christ to claim the saved and judge the lost (Matthew 24:42-44, I Thessalonians 5:1-11; Revelation 19:11-18)
- We believe in the unity of believers in our Lord Jesus Christ (Romans 8:9, I Corinthians 1:13 & 12:12-13, Galatians 3:26-28).
- We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13-14, I Corinthians 3:16, I Corinthians 6:19-20, Ephesians 4:30, Ephesians 5:18).
- We believe in the unique creation of male and female in the image of God and in the sanctity of marriage as defined by the union of one man and one woman (Genesis 1:27 & 2:24).
- We believe all Christians are called and gifted by God for ministry in His Kingdom (Romans 12:3-8, I Corinthians 12:7-13).
- We believe in the equality of all peoples based on the creation of man in God's image and the lack of distinction in God's treatment of people (Genesis 1:26-27, Romans 2:11, Ephesians 2:19).
- We believe in the Lord's Great Commission, that we are bound to extend the gospel of God to all we reach (Matthew 28:18).

## AFFIRMATION

*I have read, and affirm that I will be in support of, the mission, core values and statement of faith of Traders Point Christian Academy.*

Signed: \_\_\_\_\_

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

# Traders Point Christian Academy

## BACKGROUND SCREENING AUTHORIZATION

Traders Point Christian Academy (TPCA) requires applicants, employees and volunteers to submit to a criminal background investigation as part of the hiring/volunteer process. The investigation will be done at the school's expense.

Please complete the "Criminal History Affidavit" below, authorizing the school to perform reference checks and a criminal background check. I authorize the release and giving of any information requested by TPCA such as employment records, performance reviews and personal references whether such information is favorable or unfavorable to me. I release any person, organization or company from any and all liability, claims or damages that may directly or indirectly result from the use, disclosure or release of any such information by any person or party, whether such information is favorable or unfavorable to me, providing that it is done in good faith and without malice. I further waive the right to ever personally view any references given to TPCA. I further certify that I have carefully read and do understand the above statements.

**Criminal History Affidavit**

I affirm that I have never been convicted of any of the following offenses in Indiana or any other state:

1. Rape (as defined in IC 35-42-4-1).
2. Criminal deviate conduct (as defined in IC 35-42-4-2).
3. Child molesting (as defined in IC 35-42-4-3).
4. Child exploitation (as defined in IC 35-42-4-4).
5. Vicarious sexual gratification (as defined in IC 35-42-4-5).
6. Child solicitation (as defined in IC 35-42-4-6).
7. Incest (as defined in IC 35-46-1-3).
8. Child selling (as defined in IC 35-46-1-4).
9. Child seduction (as defined in IC 35-42-4-7).
10. Sexual battery (as defined in IC 35-42-4-8).

Furthermore, I also affirm that I have never been charged with any of the crimes listed above and had the charges plea-bargained to an offense not listed above. I also give my consent for TPCA to initiate a criminal background check and to check my driving record, if applicable, with the Bureau of Motor Vehicles.

Printed Full Legal Name: \_\_\_\_\_ Maiden: \_\_\_\_\_

Other Names Used: \_\_\_\_\_

Address \_\_\_\_\_

*Street*                                      *City*                                      *State*                                      *Zip*                                      *County*

Prior Addresses Needed for the last 5 years:


*Street*                                      *City*                                      *State*                                      *Zip*                                      *County*

Date of Birth \_\_\_\_\_ Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Driver's License # \_\_\_\_\_ State: \_\_\_\_\_ Circle One:    Male    Female

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<p><b>Human Resources Use Only</b>  <b>Date Requested:</b> _____</p>
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