



2438 E. Cherry
Springfield, MO 65802 Phone: 417-877-7910 Fax: 417-866-8409

TEACHER APPLICATION

Your interest in Grace Classical Academy is appreciated. We invite you to fill out this application and return it to our school office. We also request that you have your placement file forwarded to our office. We may also contact your references. If an opening occurs for which it appears you would be suited, a personal interview will be arranged.

The key to a successful Christian school is the classroom teacher. We are grateful for teachers who are well qualified professionally, who know and love children, and who by the pattern of their lives both in and out of the classroom, exemplify Christ.

A. APPLICANT'S NAME AND ADDRESS

Full name: _____ Date of Birth ____/____/____

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

Present address: Street _____ City _____

State _____ Zip _____ E-Mail address: _____

Phone: Home _____ Cell _____ Soc. Sec. No. _____

Permanent address and phone number if different from above: _____

B. POSITION DESIRED

Please indicate 1st, 2nd, and 3rd choice in the parenthesis. To the right please indicate the grade or subjects in order of preference.

() K4 _____

() Kindergarten _____

() Elementary _____

() Junior High _____

() High School _____

Full time _____ Part time _____ Substitute _____

How did you hear about GCA? _____

Special Abilities: Please list any special activities which you would be able and willing to direct or sponsor. Indicate grade or ability level. _____

Future Plans: What would you like to be doing 5 years from now? _____

C. CHRISTIAN BACKGROUND

*In your own handwriting on a separate sheet 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 (attached) and indicate below your degree of support.

I fully agree with the Statement of Faith as written without reservations.

Signature: _____

I agree with all of the Statement of Faith except:

D. PROFESSIONAL QUALIFICATIONS

*Please attach photocopies of all your college transcripts. Should you be offered a position, official copies of your college transcripts will be required.

Formal Training

Degree _____ Date received _____

Degree _____ Date received _____

Major(s) _____

Minor(s) _____

Cumulative grade point average BA/BS _____ Graduate work _____

Teaching Experience: List your teaching experience with most recent first.

School's name _____

Grades or subjects taught and date _____

School's name _____

Grades or subjects taught and date _____

School's name _____

Grades or subjects taught and date _____

List the curriculum that you have had experience with. _____

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 grow professionally. _____

Teaching Credentials: Do you have a state teaching certificate? _____ State of _____

What type of certificate? _____ Remains valid for _____ years.

*Please attach photocopies of any certificates held.

E. 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.

Give three references that are qualified to speak of your professional training and experience. List your current or most recent principal or supervisor first.

1. Name _____ Position _____

School _____ Street Address: _____

City _____ State _____ Zip _____ Phone _____

2. Name _____ Position _____

School _____ Street Address: _____

City _____ State _____ Zip _____ Phone _____

3. Name _____ Position _____

School _____ Street Address: _____

City _____ State _____ Zip _____ Phone _____

F. EMPLOYMENT HISTORY

Please list your employment history for the last three years. Begin with your current or most recent employer.

1. Employer _____ Position _____

Street Address _____ City _____

State _____ Zip _____ Dates employed: From _____ To _____

Supervisor's name _____ Phone _____

Reason for leaving _____

2. Employer _____ Position _____

Street Address _____ City _____

State _____ Zip _____ Dates employed: From _____ To _____

Supervisor's name _____ Phone _____

Reason for leaving _____

3. Employer _____ Position _____

Street Address _____ City _____

State _____ Zip _____ Dates employed: From _____ To _____

Supervisor's name _____ Phone _____

Reason for leaving _____

Have you ever worked under a different name? If so, what was the other name(s)?

1. _____ 2. _____

Have you already signed a contract with any other institution? Yes _____ No _____

Have you ever been arrested for any reason? Yes _____ No _____

Have you ever been convicted of, or pleaded no contest to any crime? Yes _____ No _____

Have you ever engaged in or been accused of, any act of child molestation, exploitation, or abuse?

Yes _____ No _____

Are you aware of any traits or tendencies that could pose any threat to children, youth or others?

Yes _____ No _____

Are you aware of any reason that you should not work with children, youth or others?

Yes _____ No _____

Do you use tobacco or alcoholic drinks in any form? Yes _____ No _____

Are you aware of any physical or mental condition that could hinder your work at GCA? Yes _____

No _____

If the answer to any of these questions is "yes", please explain in detail on a separate sheet of paper.

4. APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that Grace Classical 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 initial 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 understand that all employees of Grace Classical Academy are to strive to "love the Lord in front of our students" and make the Christian faith observable in all aspects of the school community with actions and speech that conform to the school's Statement of Faith. All teachers, administrators, and staff (regardless of position) are ministers of the Gospel in all facets of life at Grace Classical Academy. Scripture clearly teaches that beliefs drive practice (Matthew 15:1-20) and faith without works is dead (James 2:14-26). Both an active faith and living a life to God's glory are evidence of true belief in our Savior, Jesus Christ. In light of these spiritual truths, all employees will approach his/her responsibilities with a redemptive perspective guided by faith in Christ. Work at Grace Classical Academy is Kingdom work, a calling from the Lord. The Christian mission, vision, and statement of faith of the school must guide each employee as they interact with those within and outside our faith community.

I authorize Grace Classical Academy to thoroughly investigate references, work records, evaluations, education, criminal history check, 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 disclosures.

In addition, I hereby release Grace Classical 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 Grace Classical Academy.

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: _____

Date: _____

AUTHORIZATION TO RELEASE INFORMATION

I have made application for a position as a _____ with Grace Classical Academy. I have authorized the school to investigate references, work records, criminal record, evaluations, education, and other matters related to my suitability for employment.

I authorize references and my former employers to disclose to Grace Classical Academy 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 Grace Classical 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 Grace Classical 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 _____

STATEMENT OF FAITH

THE WORD OF GOD

We believe the Bible is the Word of God, fully inspired and without error in the original manuscripts, written under the inspiration of the Holy Spirit and that it has supreme authority in faith and conduct.

THE TRINITY

We believe there is one living and true God who is omniscient, omnipotent, omnipresent, and sovereign in all things and is limited by nothing other than His own nature and character. We believe God is eternally existing in three persons and that these three are equal in every divine perfection, and that they execute distinct but harmonious offices in the work of creation, providence and redemption.

GOD THE FATHER

We believe in God the Father, an infinite, personal spirit, perfect in holiness, wisdom, power and love. We believe He concerns Himself mercifully in the affairs of men, that He hears and answers prayer, and that He saves from sin and death all who come to Him through Jesus Christ.

GOD THE SON, JESUS CHRIST

We believe in Jesus Christ, God's only begotten Son, conceived by the Holy Spirit. We believe in His virgin birth, sinless life, miracles, and teachings. We believe in His substitutionary atoning death, bodily resurrection, ascension into heaven, perpetual intercession for His people, and personal visible return to earth.

GOD THE HOLY SPIRIT

We believe in the Holy Spirit who came forth from the Father and Son to convict the world of sin, righteousness, and judgment, and to regenerate, sanctify and empower all who believe in Jesus Christ. We believe the Holy Spirit indwells every believer in Christ, and that He is an abiding helper, teacher, and guide.

REGENERATION

We believe all men are sinners by nature and by choice and are, therefore, under condemnation. We believe that salvation is by grace through faith in Jesus Christ alone, and that faith without works is dead. We believe those who repent of their sins and trust in Jesus Christ alone as Savior are regenerated by the Holy Spirit.

MARRIAGE AND SEXUALITY

We believe that God wonderfully and immutably created each person male or female. These two distinct, complementary genders together reflect the image and nature of God. Rejection of one's biological gender is a rejection of the image of God within that person. We believe that the term "marriage" has only one meaning and that is a marriage sanctioned by God which joins one man and one woman in a single, exclusive union as delineated in Scripture. We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. We believe that God has prohibited intimate sexual activity outside of a marriage between a man and a woman. We believe that any form of sexual immorality (including adultery, fornication, homosexuality, lesbianism, bisexual conduct, bestiality, incest, pornography, and attempting to change one's biological sex or otherwise acting upon any disagreement with one's biological sex) or advocacy of sexual immorality is sinful and offensive to God. We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. We believe that every person must be afforded compassion, love, kindness, respect, and dignity. Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accordance with Scripture or the policies of Grace Classical Academy.

ADHERENCE

We believe that in order to preserve the mission and integrity of the school and to provide a biblical role model to the students and the community, it is imperative that all persons employed by the school and all those who attend the school should agree to abide by this Statement of Faith, and all parents/legal guardians of persons who attend the school should agree to this Statement of Faith.

SECONDARY DOCTRINE POLICY

Secondary doctrine is anything not covered in our Statement of Faith. Secondary doctrine topics may be discussed in class on an informative, non-sectarian level. If these topics arise, presentation of all sides of an issue will be encouraged. The teacher will encourage the students to follow up any questions they have with their parents and pastor.