



Dear Applicant,

Thank you for your interest in applying at San Jacinto Christian Academy!

Our school exerts great effort to insure that administration, faculty and staff are (1) born again believers, (2) called of God to Christian School ministry, (3) exhibit a heart for missions, and (4) distinguished academically in their own right. The depth and quality of those who stand before our students is directly related to our ability to produce “World Changers” and “Difference Makers”. If you have a desire to seek a place in an environment where the servant-leader model is the priority, please return the enclosed application.

Praying God’s will for you as you seek employment!

Sincerely,

Mark McKnight
Superintendent

OUR MISSION:

San Jacinto Christian Academy exists to assist parents in training young people to know and love Jesus Christ, to follow Him in life, and to become positive, productive members of the coming generation.

P.O. Box 3428 Amarillo, Texas 79116
501 South Mississippi Amarillo, Texas 79106
Phone: (806) 372-2285 Fax: (806) 376-6712

www.sanjac.org

Please Return Completed Application To:
SJCA Superintendent
P.O. Box 3428
Amarillo, TX 79116



Date submitted: _____
Date filed (or) hired: _____
- Office use only -

FACULTY APPLICATION

(Note: All faculty applications are kept on file for at least 6 months. Incomplete applications will not be eligible for consideration.)

POSITION DESIRED: _____ FULL TIME PART TIME

DATE AVAILABLE: ____/____/____

GRADE LEVEL OF INTEREST:

PRE-K ELEMENTARY (K-5TH) MIDDLE (6TH – 8TH) SECONDARY (9TH-12TH)

APPLICANT'S NAME AND ADDRESS:

FULL NAME _____
First Middle Last

ADDRESS _____ Gender: Male Female

_____ E-mail _____

How long have you lived at the above address? _____

Phone Days _____ Evenings _____

Cell/Other _____ Best time to call _____ a.m./p.m.

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 to be submitted for inclusion in your personnel file.***

FORMAL What degree(s) do you hold?

DEGREE	DATE RECEIVED	ISSUING INSTITUTION
_____	_____	_____
_____	_____	_____
_____	_____	_____

Your Major(s) _____

Your Minor(s) _____

Cumulative grade point average (Bachelor/BA) _____ Graduate Work _____

Total _____ semester hours received **after** date of Bachelor's degree

PERSONAL INFORMATION:

FINANCES What was your most recent annual salary? _____
What are your salary expectations? _____

FUTURE PLANS What would you like to be doing 5 years from now? _____

SPECIAL ABILITIES Please list activities or sports that you would be capable of and willing to direct, sponsor, advise, or coach. (Indicate grade or ability levels).

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FOREIGN LANGUAGES:

Do you speak any foreign languages? Yes No *If Yes, what language(s) do you speak fluently?* _____

.....

CHRISTIAN BACKGROUND:

CHRISTIAN TESTIMONY

On separate 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, conduct, and truth?
Yes ____ No ____ **Signature:** _____

STATEMENT OF FAITH Please carefully read our *Mission Statement, Vision Statement and Statement of Faith* on page 9 and indicate below your degree of support.

____ I fully support the Statements as written without mental reservations, and I have signed and dated these Statements as printed on page 9.

____ 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: _____

CHURCH Denominational preference? _____
What is your local church affiliation? _____
Are you presently a member in good standing? _____ Years? _____

SERVICE 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 Describe your routine of personal Bible study and prayer.
LIFE

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

EMPLOYMENT HISTORY / TEACHING EXPERIENCE:

*Please start with your current or most recent employer and work backwards for the past **five** years.
If necessary, you may use a separate piece of paper.*

1. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

2. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

3. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

4. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

5. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

OTHER EXPERIENCE:

List other work, volunteer or military experiences that may have significance for the type of position for which you are applying.

PLACE	TYPE OF WORK/EXPERIENCE	DATES

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 an ACSI Teaching Certificate? Yes No

What level? _____ Expiration Date: _____

Do you have a state teaching certificate? _____ State? _____

What kind? _____ Expiration Date: _____

Endorsement(s)

List semester hours in endorsement area(s)

If you do not hold a certificate, what requirements do you lack?

Number of years of teaching experience: Public _____ Christian _____ Other Private _____

To what degree are you familiar with various Christian or secular curriculums (i.e., ACE, ABeka, Bob Jones, Saxon Math, Open Court Reading, etc.?) _____

Preferences regarding curriculum? _____

Are you under contract for the ensuing year: Yes No

CERTIFICATE

Please attach photocopies of any certificate held.

CHRISTIAN
SCHOOL
PREPARATION

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

If not, would you be willing to take such a course by correspondence or otherwise?

CHRISTIAN
PHILOSOPHY

Attach a copy of your personal Christian Philosophy of Education.

Have you had other courses giving specific training for Christian day schools?

Give details _____

List any conferences in which you have participated or seminars which you have led.

Describe how teacher evaluation has been helpful to you.

.....

PERSONAL REFERENCES:

Please be sure to sign the attached 'Authorization To Release Reference Information' form on page 8. Do not list family members or relatives for references.

List *three* references that are qualified to speak of your spiritual experience and Christian service. List your current pastor first.

PERSONAL

<u>NAME</u>	<u>COMPLETE ADDRESS</u>	<u>PHONE</u>	<u>POSITION</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

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

PROFESSIONAL

<u>NAME</u>	<u>COMPLETE ADDRESS</u>	<u>PHONE</u>	<u>POSITION</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

PERSONAL PHILOSOPHY:

***On separate paper, please label and succinctly answer in one or two paragraphs each of the following questions.**

SHORT
ESSAYS

- A. Why do you wish to teach in a Christian school?
 - B. What are the main characteristics that distinguish a Christian school from a public school?
 - C. What do you consider to be the proper classroom atmosphere for learning?
 - D. What is your philosophy of discipline? Attitude toward physical punishment?
 - E. What areas do you feel are your strengths? Weaknesses?
 - F. What do you believe about the origin of the earth and mankind?
 - G. Please summarize any additional information that you would like to present regarding your candidacy for this position.
-

PERSONAL INTEREST:

ACCOMPLISHMENTS List memberships, offices, and honors obtained in:

High School _____

College _____

HOBBIES

NOTE: Member schools of ACSI make no distinction concerning an individual's race or ethnic background because we acknowledge there can be no preferential treatment with God (Romans 2:1). We are bound to extend our ministry to all we can reach and we are to carry out our Lord's Great Commission (Matthew 28:18). ACSI as an organization serving Christian schools is dedicated to the establishment, philosophy and promotion of fundamental Christian education around the world, and it neither supports nor endorses the World or National Council of Churches, or any world, national, regional, or local organizations which give Christian recognition to nonbelievers or advocate a multi-faith union.

AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for a position as a _____ with **San Jacinto Christian Academy**. I have authorized the school to thoroughly interview the primary references, which I have listed, and 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 all other matters related to my suitability for employment.

I understand that **San Jacinto Christian 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.

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 **San Jacinto Christian 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 **San Jacinto Christian 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 fingerprints as is necessary for such an investigation. I authorize the school to obtain a criminal background and/or credit report. 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 to reflect adversely on the school or on me as a Christian role model.

I agree that a photocopy or facsimile copy of this document and any signature shall be considered for all purposes as the original signed release on file.

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.

Applicant's Name *(please print)*

Date

Applicant's Signature

Applicant's Social Security Number

Applicant's Birthday *(mo/day/yr)*

Have you lived in another state? Yes No *If Yes, please list those applicable and the date(s) (mo/yr):*

Have you ever been convicted of a felony? Yes No *If Yes, when and what for? (please be specific):*

Please list any other names *(i.e. maiden, etc...)* you've ever used. _____



Mission Statement

San Jacinto Christian Academy exists to assist parents in training young people to know and love Jesus Christ, follow Him in life, and to become positive, productive members of the coming generation.

Vision Statement

San Jacinto Christian Academy's ultimate goal is to graduate mature students who live for the glory of God, thinking biblically and critically, demonstrating Christian character and servant leadership through a personal relationship with Jesus Christ.

Statement of Faith

We believe:

- the Bible to be the inspired, infallible, authoritative, inerrant Word of God (2 Timothy 3:16; 2 Peter 1:21).
- there is one God, eternally existent in three persons: Father, Son and Holy Spirit (Genesis 1:1; Matthew 28:19; John 10:30).
- in the deity of Christ (Matthew 3:17), His virgin birth (Isaiah 7:14; Matthew 1:23), His sinless life (Hebrews 4:15; 7:26), His miracles (John 2:11), His vicarious and atoning death (1 Corinthians 15:3, Ephesians 1:7), His Bodily resurrection (John 11:25; 1 Corinthians 15:4), His ascension to the right hand of the Father (Mark 16:19), and His personal return in power and glory (Acts 1:11; Revelation 19:11).
- in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature, and that men are justified on the single ground of faith in the shed blood of Christ. Only by God's grace and through faith alone we are saved (John 3:16-19; John 5:24; Romans 3:23; 5:8-9; Ephesians 2:8-10; Titus 3:5).
- 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 punishment (John 5:28-29).
- that man was created by a direct act of God in His image, not from previously-existing life (Genesis 1:1,22,27; 1 Corinthians 11:7; James 3:9).
- in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9; 1 Corinthians 12:12-13; Galatians 3:26-28).
- in the indwelling ministry of the Holy Spirit by whose presence the Christian is enabled to live a godly life (Romans 8:13-14; 1 Corinthians 3:16; 1 Corinthians 6:19-20; Ephesians 4:30; 5:18).

I acknowledge my full and unconditional support of SJCA's Mission Statement, Vision Statement and Statement of Faith as printed above.

Name: _____

Signature: _____ Date: _____