



34570 Monte Vista Drive, Wildomar, CA 92595  
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## TEACHER APPLICATION PROCESS

Your interest in Cornerstone Christian School is appreciated. We invite you to fill out this application and return it to our school office. If an opening occurs for which you may qualify, we will contact you to set up a personal interview. Once we have had the initial interview, and we have continued interest in your candidacy, with your permission, we may contact your references. There may be additional documents we require, prior to extending any employment offer, such as copies of college transcripts, copies of teaching credentials/certifications. We also will require a background check.

We realize that one of the keys to a successful Christian School is quality and heart of its staff. We seek applicants who are professionally qualified, who genuinely love children, and who, by the pattern of their lives, are Christian role models; Luke 6:40.

We look forward to reviewing this 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: \_\_\_\_/\_\_\_\_/\_\_\_\_ Date available: \_\_\_\_/\_\_\_\_/\_\_\_\_

Present Address \_\_\_\_\_

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

Best time to call you? \_\_\_\_\_ Soc. Sec. No. \_\_\_\_\_

How long have you lived at the above address? \_\_\_\_\_

Permanent Address and Phone number if different than present address

\_\_\_\_\_

- Please list below, any additional addresses where you have resided at any time during the past five years.

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

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

3. \_\_\_\_\_

**B. POSITION DESIRED**

Please indicate 1, 2, 3 choice in the parenthesis. Then to the right please indicate the grade level or subject content area in order of preference. Ultimately, we may ask you to consider complementary content areas as an alternative; (Math - Science, or Language Arts - Social Studies)

( ) Kindergarten \_\_\_\_\_

( ) Elementary \_\_\_\_\_

( ) Junior High \_\_\_\_\_

( ) High School \_\_\_\_\_

Full time \_\_\_\_\_ Part time \_\_\_\_\_ Substitute \_\_\_\_\_

Tell how you learned about the position for which you are applying?

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

**Special**

Please list activities or sports for which you are capable of performing, or other gifts/abilities that you may hold and "are willing" to direct, sponsor, advise, or coach.

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

**Future Plans**

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

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

**C. CHRISTIAN BACKGROUND**

**In your own handwriting, and on a separate sheet of paper, briefly provide your Christian testimony.**

(Christian Background; Continued)

**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**

Please carefully read our Statement of Faith (included as page 10) and indicate below your degree of support.

\_\_\_\_\_ I fully support the Statement as written without reservations.

Signature: \_\_\_\_\_

\_\_\_\_\_ I support the Statement except for the area(s) listed and explained on a separate paper. The exceptions represent disagreements or items for which I have not yet formed an opinion or conviction.

Signature: \_\_\_\_\_

**Church  
Affiliation**

Denominational preference? \_\_\_\_\_

What is your local church affiliation? \_\_\_\_\_

Are you presently a member in good standing? \_\_\_\_ Number of Years? \_\_\_\_

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

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

What other Christian service have you performed since becoming a Christian?

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

What is your attitude toward working with those of other races and those of other denominational beliefs?

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

Do you feel capable of teaching a Bible class? If yes, what area concerning the Bible would be your subject preference?

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

If you are involved in Sunday morning church activities or any other ministry, to what extent are you involved?

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

**Devotional  
Life**

Describe your routine of personal Bible study and prayer.

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

Please list books you have read recently that have helped you grow spiritually?

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

**D. PROFESSIONAL QUALIFICATIONS**

- **At the time, should you be offered a position, official copies of your transcripts will be required from the colleges/universities for inclusion in your personnel file.**

***Please Note: All Teaching Positions require a minimum of a Bachelor's Degree from an accredited college or university.***

**Formal Training**

What degree or degrees do you hold?

Degree	Date Received	Issuing Institution
_____		

Your Major(s)  
\_\_\_\_\_

Your Minor(s)  
\_\_\_\_\_

G. P. A. for Bachelor's Degree \_\_\_\_\_

Graduate units completed \_\_\_\_\_, if a masters is completed, area of emphasis?  
\_\_\_\_\_

G.P.A. for Graduate Studies \_\_\_\_\_

**Teaching Experience**

Sequentially list your teaching experience assignments; with most recent first.

School's Name	Grades or Subjects	Dates
1. _____		
2. _____		
3. _____		
4. _____		

**CBEST**

Have you taken and passed the California Basic Educational Skills Test?

Yes \_\_\_\_\_ No \_\_\_\_\_

**Teaching**

Do you have an ACSI Teaching Certificate?

Yes \_\_\_\_\_ No \_\_\_\_\_

What level? \_\_\_\_\_ Expiration Date \_\_\_\_\_ Certificate # \_\_\_\_\_

Do you have a state teaching certificate?

Yes \_\_\_\_\_ Issuing State: \_\_\_\_\_ No \_\_\_\_\_

What kind? \_\_\_\_\_ Expiration Date \_\_\_\_\_

Endorsement(s) List semester hours in endorsement area(s)

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

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Have you had any courses in the Christian Philosophy of Education?

Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, at what school, and when?

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Have you had other courses giving specific training for Christian K-12 schools?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please provide details below:

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List any conferences or seminars of which you have participated in recently.

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Describe how the past teacher evaluation process has been helpful to you.

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To what extent are you familiar with various Christian or secular textbook series (i.e., ACSI, ABeka, Bob Jones, Saxon Math, Open Court Reading, etc.)?

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What are your Textbook publishers or series preferences?

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List any other educational advantages that you have had including opportunities for travel.

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

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### **E. PERSONAL PHILOSOPHY**

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

#### **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. Describe your personal philosophy of education.
- D. What do you consider to be the proper classroom atmosphere for learning?
- E. Please write out your classroom management plan (discipline policy).
- F. What areas do you feel are your personal: Strengths? Weaknesses?
- G. What do you believe about the origin of the earth and mankind?
- H. Please summarize any additional information that you would like to present regarding your candidacy for the position for which you are applying.

### **F. EMPLOYMENT HISTORY**

Please begin with your current or most recent employer, then work backwards for the past ten years. If necessary, you may make copies of this page or following the same format, use the reverse side.

**Employment Back-Ground** 1. Employer \_\_\_\_\_  
Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_  
Address \_\_\_\_\_

Supervisor's Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

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

2. Employer \_\_\_\_\_

Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_

Address \_\_\_\_\_

Supervisor's Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

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

3. Employer \_\_\_\_\_

Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_

Address \_\_\_\_\_

Supervisor's Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

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

4. Employer \_\_\_\_\_

Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_

Address \_\_\_\_\_

Supervisor's Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Reason for Leaving \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Employer \_\_\_\_\_

Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_

Address \_\_\_\_\_

Supervisor's Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Reason for Leaving \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever worked under a different name for any of the employers you have listed? If so, what was the name or names?

\_\_\_\_\_

If offered a contract to teach at Cornerstone, you will be required submit to a background check via live-scan fingerprint service. Is there any reason for which you would not want to submit to the background check?

Yes \_\_\_\_\_ No \_\_\_\_\_

Have you already signed a contract for next year with any other educational institution?

Yes \_\_\_\_\_ No \_\_\_\_\_

**G. PERSONAL REFERENCES**

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

Name/Complete Address	Phone	Position
1. _____	_____	_____
_____	_____	_____
2. _____	_____	_____
_____	_____	_____



3. \_\_\_\_\_  
\_\_\_\_\_

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

Name/Complete Address	Phone	Position	School
1. _____ _____			
2. _____ _____			
3. _____ _____			

**H. APPLICANT'S CERTIFICATION AND AGREEMENT**

I understand that Cornerstone Christian School 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 authorize Cornerstone 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 job.

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.

Since I will be working with children, I understand that I must submit to a background check, which will require live-scan fingerprints submitted to the FBI and the California Department of Justice. I agree to fully cooperate by providing my fingerprints as are necessary for such an investigation; and by doing so, 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 conditional upon the results received by the school regarding my fingerprint and criminal background information. The school may refuse employment or terminate conditional employment if the school deems any background information received is unfavorable or may reflect adversely on the school or on myself as a Christian role model.

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 of Applicant \_\_\_\_\_ Date \_\_\_\_\_

## **CORNERSTONE'S STATEMENT OF FAITH**

### **At Cornerstone...**

We recognize that there are both some CORE issues and some Peripheral issues of Christianity. An example of a CORE issue is the resurrection of Jesus Christ. The only opinion taught is that there was a physical resurrection of Jesus. An example of a PERIPHERAL issue is how often you should take communion. This is an issue about which there is room for more than one opinion. Whether to sing hymns or choruses is a PERIPHERAL issue, while the fact that we have only come to God through Jesus is a CORE issue.

### **In Core Issues - we have Unity**

"There is one Body and One Spirit.... There is one Lord, one Faith, one Baptism, and one God and Father of us all."

*Ephesians 4:4*

### **In Peripheral Issues - we have Liberty**

"Accept him whose faith is weak, without passing judgment on disputable matters. Who are you to judge someone else's servant? To his own master he stands or falls. So then each of us will give an account of himself to God. So whatever you believe about these things, keep between yourself and God."

*Romans 14:1, 4, 12, 22*

### **In All Our Beliefs - we show Love**

"If I hold in my mind not only all human knowledge, but also the very secrets of God; and if I have faith that can move mountains, but have no love, I amount to nothing at all."

*1 Corinthians 13:2 (PH)*

### **A healthy church...**

Cornerstone is confident enough in the truth of the Gospel that we don't get nervous if someone doesn't believe... even on a core issue. Although we will never allow alternative teaching on core issues, we do believe in giving people time to realize the truth.