

Lake Bowen Baptist Church Childcare Center

APPLICATION FOR EMPLOYMENT

Date of Application _____

Name _____ Social Security Number _____ - _____ - _____
Last First Middle or Maiden

Address _____
Street or P.O. Box, City, State and Zip Code

Home Phone _____ Cell Phone _____

Email Address _____

Are you legally eligible for employment in the USA? Yes No Are you of the legal age to work? Yes No

Position(s) applying for:

- | | |
|--|---|
| <input type="checkbox"/> Infant Teacher (6 weeks- 12 months) | <input type="checkbox"/> Substitute |
| <input type="checkbox"/> Toddler Teacher (12-24 months) | <input type="checkbox"/> Volunteer |
| <input type="checkbox"/> Preschool Teacher (Ages 3-4) | <input type="checkbox"/> Cook |
| <input type="checkbox"/> Teacher's Assistant | <input type="checkbox"/> Assistant Director |

Type of employment seeking: Full-time Part-time (a.m. or p.m.) Temporary Summer

Were you previously employed by Lake Bowen? Yes No If yes, when? _____

If your application is considered favorably, on what date will you be available for work? _____

Please attach photocopies of any certificates held and all postsecondary transcripts.

Record of Education								
School	Name and Address of School	Course of Study	Circle Last Year Completed				Did You Graduate?	Last Diploma or Degree
High		Not Applicable	1	2	3	4	<input type="checkbox"/> Yes	
			<input type="checkbox"/> No					
College			1	2	3	4	<input type="checkbox"/> Yes	
			<input type="checkbox"/> No					
Other (Specify)			1	2	3	4	<input type="checkbox"/> Yes	
			<input type="checkbox"/> No					
Other (Specify)			1	2	3	4	<input type="checkbox"/> Yes	
			<input type="checkbox"/> No					

Check highest level of education: HS Assoc. Deg. BA/BS B+18 Masters M+30

Record of Employment

List below your present and past employment, beginning with the most recent.

Name and Address of Employer	From		To		Name of Supervisor
	Mo.	Yr.	Mo.	Yr.	
	Describe the work you did:				
Telephone: _____					
Name and Address of Employer	From		To		Name of Supervisor
	Mo.	Yr.	Mo.	Yr.	
	Describe the work you did:				
Telephone: _____					
Name and Address of Employer	From		To		Name of Supervisor
	Mo.	Yr.	Mo.	Yr.	
	Describe the work you did:				
Telephone: _____					

Sequentially list your teaching experience with the most recent first:

School Name	Age or Grade	Dates

Teaching experience (in years): _____ Length of time since last teaching position: _____

Other special training related to position for which you are applying: _____

Have you been certified in Inf/Child CPR within the past year? Yes No If yes, date of expiration: _____

Have you been certified in First Aid within the past 3 years? Yes No If yes, date of expiration: _____

Have you had a Tuberculosis screening within the past 4 years? Yes No If yes, date of test: _____

Are you familiar with using a preschool curriculum? Yes No If yes, list curricula used in a preschool setting:

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

Christian Background

* In your own handwriting, on a separate piece of paper, briefly share your Christian testimony.

Please carefully read our Mission and Beliefs Statement and indicate your degree of support.

- I fully support the Mission and Beliefs of Lake Bowen Baptist Church Childcare Center without mental reservations.
- I support the Mission and Beliefs 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.

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

Denominational preference: _____

What is your local church affiliation? _____

Are you presently a member in good standing? _____ Years? _____

Pastor's Name _____ Phone Number _____

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

What other Christian service have you done since becoming a Christian? _____

Are you capable of leading a Chapel service: _____ If yes, what subject preferences? _____

To what extent do you believe you should become involved in Sunday and other weekday ministries of Lake Bowen Baptist Church or the church of which you are a member? _____

Describe your routine of personal Bible study and prayer. _____

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

List any conferences or seminars you have led or participated in recently: _____

Personal Philosophy

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

1. Why do you wish to work in a Christian school?
2. What are the main characteristics that distinguish a Christian school from a public school?
3. What do you consider to be the proper classroom atmosphere for learning?
4. What is your philosophy of discipline? Your attitude toward physical punishment?
5. What areas do you feel are your strengths? Weaknesses?
6. Please summarize any additional information that you would like to present regarding your candidacy for this position.

Personal References (No former employers or relatives)		
Name and Occupation	Address	Phone Number

Person to be notified in case of emergency:

_____ Name and relationship to you _____ Phone #

Do you have a valid driver's license? _____ State: _____ License # _____ Expiration _____

Do you have a commercial driver's license? _____

Have you ever been convicted of a crime, including misdemeanors, other than traffic violations? Yes No

If yes, explain in full detail: _____

Lake Bowen Baptist Church Childcare Center

Mission and Beliefs Statement

Mission:

It is the mission of Lake Bowen Baptist Church Childcare Center to provide a loving, Christian environment, while building an academic foundation for each child. Our purpose is to provide an enriching curriculum that will promote biblical truths with a solid foundation of learning. It is our desire to foster academic and spiritual growth in each child that is entrusted in our care.

Objectives:

- 1. To exalt the name of Christ and seek first His Kingdom and His Righteousness.*
- 2. To be steadfast in prayer and diligent in our efforts to glorify God in all we say and do.*
- 3. To provide an outstanding instructional program that places the Bible at the center of the curriculum and inspires students, parents and staff, and trustees to actively seek God's will for their life.*
- 4. To instill in our students the vision and practice of excellence as exceptional learners, extraordinary thinkers and Christ-honoring decision makers.*
- 5. To help each student grow in their walk with Christ, as they study, understand and obey the Word of God and develop a Christian world and life view.*
- 6. To provide a Christ-honoring education with an emphasis on strengthening character and intellectual growth.*

Applicant's Certification and Agreement

I understand that Lake Bowen Baptist Church Childcare Center does not discriminate in its employment practice 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 not be paid for any vacation or incentive time accrued but not yet used.

I authorize Lake Bowen Baptist Church Childcare to thoroughly interview the primary references which I have listed, any secondary references mentioned through interview 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 my references and my former employers to disclose to the school and 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 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 my fingerprints as are 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 in 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 contract is being offered at this time.

I certify that I have carefully read and do understand the above statements.

Signature of Applicant

Date

