

# SOUTHFIELD CHRISTIAN SCHOOL

A ministry of Highland Park Baptist Church  
28650 Lahser Road, Southfield, Michigan 48034  
www.southfieldchristian.org

## TEACHER APPLICATION

**Elementary School (K-5)**  
**(248) 357-3662**

**Middle School (6-8)**  
**(248) 357-3660**

**Secondary School (9-12)**  
**(248) 357-3660**

### PLEASE PRINT OR TYPE

Date \_\_\_\_\_

I. **PERSONAL:** Please enclose a recent photo (optional).

Name (Mr. Mrs. Miss Ms.) \_\_\_\_\_  
Last First Middle

Position for which you are applying \_\_\_\_\_

U.S. Citizen? \_\_\_\_\_ Birth Date (Optional) \_\_\_\_\_

E-mail \_\_\_\_\_

\_\_\_\_\_ Home Telephone Number Cell Telephone Number

Present Address \_\_\_\_\_  
Number & Street City State Zip

Permanent Address \_\_\_\_\_  
Number & Street City State Zip

Marital Status (optional) Single \_\_\_\_\_ Married \_\_\_\_\_ Divorced \_\_\_\_\_ Widowed \_\_\_\_\_ Remarried \_\_\_\_\_

Dependents \_\_\_\_\_  
Names & Ages

Spouse's Name \_\_\_\_\_ Employer \_\_\_\_\_ Phone \_\_\_\_\_

Do you have any commitments to another employer which may affect your employment with us? Yes \_\_\_\_\_ No \_\_\_\_\_

Approximately how many days have you missed from work or from college in the past four years? \_\_\_\_\_

Are you in sound health now? \_\_\_\_\_ Is your vision normal? \_\_\_\_\_ Is your hearing normal? \_\_\_\_\_

Have you ever had a serious physical, mental, or emotional illness? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain on a separate sheet.

Have you ever been in any difficulty with civil authorities? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain on a separate sheet.

Do you feel qualified to teach Bible at your certified grade level? \_\_\_\_\_

II. **CERTIFICATION:** (or eligibility for certification)

Kind of certification \_\_\_\_\_ Date issued \_\_\_\_\_ State issued by \_\_\_\_\_

Expires \_\_\_\_\_ Subjects/grades certified to teach \_\_\_\_\_

List in order of preference the grades or subjects you are certified to teach:

A. \_\_\_\_\_ B. \_\_\_\_\_ C. \_\_\_\_\_

III. **REFERENCES:** Please do not list family members or relatives for references. Do we have your permission to contact these persons now? \_\_\_\_\_ **Please sign the *Authorization to Release Reference Information Form on the back of this application.***

**PROFESSIONAL REFERENCES:** These should be from persons willing to and best qualified to give an objective appraisal of your professional training and experience for the position for which you are applying. Please include superintendents and principals with whom you have worked or teachers who have supervised your student teaching experiences.

1. \_\_\_\_\_  
Name Relationship to you E-mail  
\_\_\_\_\_  
Number & Street City State Zip Phone  
\_\_\_\_\_  
Institution Title

2. \_\_\_\_\_  
Name Relationship to you E-mail  
\_\_\_\_\_  
Number & Street City State Zip Phone  
\_\_\_\_\_  
Institution Title

3. \_\_\_\_\_  
Name Relationship to you E-mail  
\_\_\_\_\_  
Number & Street City State Zip Phone  
\_\_\_\_\_  
Institution Title

**PERSONAL REFERENCES:** These should be from persons willing to and best qualified to write about your spiritual experience and Christian service.

1. \_\_\_\_\_  
Name Relationship to you E-mail  
\_\_\_\_\_  
Number & Street City State Zip Phone

2. \_\_\_\_\_  
Name Relationship to you E-mail  
\_\_\_\_\_  
Number & Street City State Zip Phone

3. \_\_\_\_\_  
Name Relationship to you E-mail  
\_\_\_\_\_  
Number & Street City State Zip Phone

IV. **OTHER INFORMATION:** List participation in any professional activity where you have been employed (e.g. curriculum committees, etc.).

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

List professional organizations of which you are a member. \_\_\_\_\_

\_\_\_\_\_

List non-educational organizations or clubs to which you belong. \_\_\_\_\_

\_\_\_\_\_

V. **WORK EXPERIENCE:** What type of work experience have you had other than teaching? *List the most recent first.*

<i>Dates (From – To)</i>	<i>Employer</i>	<i>Location</i>	<i>Type of work and/or position</i>	<i>Years</i>

VI. **EDUCATIONAL BACKGROUND:** List high school you graduated from and all colleges and training institutions you attended full-time. (Please state major/minor and semester hours in each.)

<i>School or Institution</i>	<i>City and State</i>	<i>Date attended</i>	<i>Diploma/Degree</i>	<i>Major</i>	<i>Minor</i>

**Cumulative Grade Point Average:** BA/BS \_\_\_\_\_ MA \_\_\_\_\_ Other \_\_\_\_\_ Major Subject GPA \_\_\_\_\_

**Graduate or Post Graduate Coursework**

<i>Dates</i>	<i>Institutions</i>	<i>Location</i>	<i>Courses &amp; Credit</i>

Distinctions, Activities, or Honors: \_\_\_\_\_

At present matriculated for \_\_\_\_\_ Degree to be conferred date \_\_\_\_\_

by \_\_\_\_\_ University or College.

In what extra-curricular activities have you participated? \_\_\_\_\_

List any coaching experience. \_\_\_\_\_

Are all of your credentials on file in any single placement office? Yes \_\_\_\_\_ No \_\_\_\_\_

Where? \_\_\_\_\_ Under what name are they recorded? \_\_\_\_\_

**Please submit photocopies of all your college transcripts.**

VII. **TEACHING EXPERIENCE:**

**Student Teaching:**

<i>Dates (From – To)</i>	<i>School</i>	<i>Location</i>	<i>Grade or Subject Taught</i>

**Regular Paid Teaching Under Contract:**

*Dates (From – To)*

*School*

*Location*

*Grade or Subject Taught*

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List other activities with children. \_\_\_\_\_

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List travel experiences. \_\_\_\_\_

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List hobbies and reading interests. \_\_\_\_\_

VIII. **CHRISTIAN SCHOOL PREPARATION:**

Have you had any courses in Christian Philosophy of Education? \_\_\_\_\_ If so, what and when? \_\_\_\_\_

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IX. **SPIRITUAL PREPARATION:**

State briefly your personal relationship with Jesus Christ. \_\_\_\_\_

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What does the phrase “model Christ” mean to you? \_\_\_\_\_

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What is your individual practice with regard to alcoholic beverages, tobacco, and matters of recreation and entertainment?

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What practices do you follow that provide spiritual strength for you? \_\_\_\_\_

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In which ministries in your church are you actively involved? \_\_\_\_\_

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Name of Church \_\_\_\_\_ Member? \_\_\_\_\_

Pastor \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_  
Number & Street City State Zip

E-mail \_\_\_\_\_ May we contact your pastor (if not listed as a reference)? Yes \_\_\_\_\_ No \_\_\_\_\_

X. **EVALUATION OF CHRISTIAN EDUCATION:**

What do you consider to be the distinctive characteristics of a Christian school? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How would your teaching of subject matter in a Christian school differ from your teaching of it in a non-Christian school?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

As a teacher in a Christian school, what would be your approach to discipline? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe what *pursuing excellence for the glory of God* means to you: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

XI. **SCS DOCTRINAL STATEMENT:**

*We believe* in the Scriptures of the Old and New Testaments as verbally inspired of God, and inerrant in the original writings and that they are of supreme and final authority in faith and life.

*We believe* in one God, eternally existing in three persons: Father, Son, and Holy Spirit.

*We believe* that Jesus Christ was begotten by the Holy Spirit, and born of the Virgin Mary, and is true God and true man.

*We believe* that man was created in the image of God by His direct act and not from previously existing forms of life and that all men are descended from the historical Adam and Eve, first parents of the entire human race; that man sinned and thereby incurred not only physical death, but also that spiritual death which is separation from God; and that all human beings are born with a sinful nature and become sinners in thought, word, and deed.

*We believe* that the Lord Jesus Christ died for our sins according to the scriptures as a representative and substitutionary sacrifice, and that all who believe in Him are justified on the grounds of His shed blood.

*We believe* in the resurrection of the crucified body of our Lord, in His ascension into heaven, and in His present life there for us, as high priest and advocate.

*We believe* in "that blessed hope," the personal, premillennial and imminent return of our Lord and Savior Jesus Christ.

*We believe* that all who receive by faith the Lord Jesus Christ are born again of the Holy Spirit and thereby become the children of God; that they are thereafter indwelt by the Holy Spirit who makes possible a life of personal holiness and a walk of obedience to the will of God; that all who are truly born again are "kept by the power of God" and, therefore, are incapable of losing their salvation.

*We believe* in the bodily resurrection of the just and the unjust, the everlasting blessedness of the saved, and the everlasting, conscious punishment of the lost.

*We believe* that the local church is a body of believers organized for worship, work, and fellowship; that the two ordinances of the church are baptism (immersion) and the Lord's Supper; that the local church is an independent and self-governing body responsible alone to Christ who is its Savior and Lord.

If you fully endorse the above doctrinal statement, please initial here: \_\_\_\_\_

If you differ with any point in our doctrinal statement, or if you strongly hold any doctrines that are not in this statement, please list and explain below.

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

XII. **SUMMARY COMMENTS:**

Please summarize any additional information that you would like to present regarding your candidacy for this position.

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**APPLICANT'S CERTIFICATION AND AGREEMENT**

I understand that Southfield 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 application are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement or of 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 for and receive benefits only through the day of release.

Since I will be working with children, I understand that I must submit to a fingerprint check by federal and state authorities. I agree to fully cooperate in providing and recording as many sets of my fingerprints as necessary for such an investigation. I authorize Southfield Christian School to conduct a criminal records check.

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

*Persons hired will be those whose beliefs are consistent with the Southfield Christian School Doctrinal Statement and who are the most qualified for the position without regard to race, color, national or ethnic origin, gender, age, or disability.*

*Southfield Christian School  
Teacher Applicant  
Writing Sample*

In your own handwriting and in the space provided below, compose a brief autobiography describing your personal development and your reasons for wanting to be a Christian school teacher. Please limit your comments to this page.

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Signature of Applicant

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Date

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**28650 Lahser Road**  
**Southfield, Michigan 48034**  
**248-357-3662 – Elementary School**  
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**AUTHORIZATION TO RELEASE**  
**REFERENCE INFORMATION**

I have made application for a position as a \_\_\_\_\_ with Southfield Christian School. I have authorized the school to thoroughly investigate references, work records, evaluations, education, 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 disclosure.

In addition, I hereby release Southfield Christian 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 Southfield Christian School.

I am willing that a true copy of this authorization be accepted with the same authority as the original.

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

\_\_\_\_\_  
Applicant's Name (Print)

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date