



## TEACHER APPLICATION FORM 2012/2013 SCHOOL YEAR

At Calvary Chapel Christian School we are looking for teachers who meet the following criteria:

- We want teachers who are motivated by a love for Christ Jesus the Lord, a love for children, and a love for learning.
- Applicants must have at least a bachelor's degree. We also prefer that our teachers have done student teaching, while having teaching experience is a plus.
- We only want teachers who desire to be at our school as a ministry. It is important that applicants feel a sense of calling from the Lord to be here because we believe it is not just a place of employment. We believe that there are definitely better positions available, with better pay, better benefits, and better hours. However, we are convinced that there is no better place to minister than Calvary Chapel Christian School, and we are looking for others who feel the same way.
- All of our employees are required to attend Calvary Chapel of Honolulu at Komo Mai on a regular basis (at least two services per week).

After reading the preceding section, ask God whether or not you should apply at Calvary Chapel Christian School. Then, if you feel that He is leading you to do so, fill out this application and return it to the School Administration Office either by walk-in or mail. We will be happy to consider the possibility of you ministering here. Any questions or additional information, please call 524-0846.

I have read the above section, and, after praying about it, feel that the Lord wants me to apply to work at Calvary Chapel Christian School.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

I am applying for a position as a teacher of: (Check where applicable.)

( ) Elementary

( ) Secondary

( ) Substitute

( ) English/History

( ) Math/Science

## TEACHER APPLICATION INSTRUCTIONS

Please complete the entire application typewritten or write legibly, unless designated by a signature. All areas of this application will be under consideration, so please complete thoroughly. In the event any forms are incomplete or are missing from this packet, your application will not be processed.

Check when completed:

1. Read and sign Mission Statement and Statement of Faith \_\_\_\_\_
2. Complete application, sign and date \_\_\_\_\_
3. Attach recent photo to the area indicated \_\_\_\_\_
4. Attach the following documents:
  - Copies of degrees and certifications \_\_\_\_\_
  - Certified copies of transcripts \_\_\_\_\_
  - Sample Lesson Plan \_\_\_\_\_
  - Background Check Information \_\_\_\_\_
  - Background Consent Form \_\_\_\_\_
  - Date you submitted application to CCCS \_\_\_\_\_

5. Please assemble the above items and drop off or mail to:

Calvary Chapel Christian School  
98-1016 Komo Mai Drive  
Aiea, HI 96701

Attention: School Administration Office

6. In addition to the materials listed above, please fill out the top of each of the three reference forms and distribute to someone (not related to you) in each area. The Pastor reference form must be completed by your pastor, the Professional reference form by a current or former supervisor, and the Personal reference form by someone you know personally. Please accompany each reference form with an envelope addressed to Calvary Chapel Christian School as noted in #5.

Section 702 of the Civil Rights Act of 1964 exempts religious organizations from Title VII's prohibition against discrimination in employment on the basis of religion. Applicants who meet the religious requirements shall be provided an equal opportunity to be considered for hire regardless of race, color, national origin, sex, age or the presence of a non-job-related medical condition or handicap.

**PERSONAL INFORMATION**

Name\_\_\_\_\_

Address\_\_\_\_\_

City\_\_\_\_\_ State\_\_\_\_\_ Zip\_\_\_\_\_

Phone: Home (\_\_\_\_)\_\_\_\_\_ Work (\_\_\_\_)\_\_\_\_\_ Cellular (\_\_\_\_)\_\_\_\_\_

Social Security Number\_\_\_\_\_ Are you a U.S. Citizen?\_\_\_\_\_

If you are not a U.S. citizen, please write your A#\_\_\_\_\_

Do you currently have any health and/or physical limitations that could affect your ability to perform the job for which you are applying? Please explain.

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

Where are you currently employed and what is your position there?\_\_\_\_\_

\_\_\_\_\_

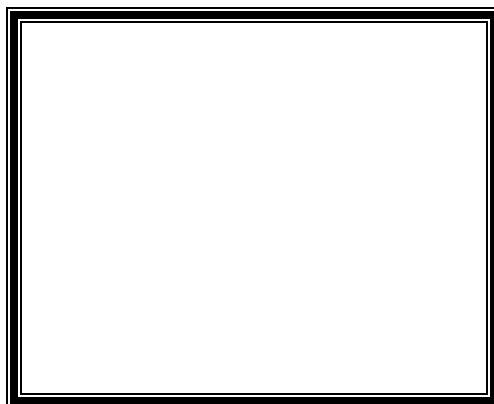
What is your current salary?\_\_\_\_\_

Are you presently under contract?\_\_\_\_\_

May we contact your present employer?\_\_\_\_\_

Date you can begin at CCCS\_\_\_\_\_

**ATTACH RECENT PHOTO BELOW**



## EMPLOYMENT PREFERENCE

Please specify your grade or subject preference:

	Grade	Subject
1st Choice		
2nd Choice		
3rd Choice		
4th Choice		

## SAMPLE LESSON PLAN

Using your 1st choice, choose a topic and, on a separate sheet of piece of paper, construct a creative lesson plan for a given period during the course of one day. (Please include subject, topic, objective, assignment, teaching method and materials used.) Please feel free to attach materials that might better enhance your ideas.

## EDUCATION AND CERTIFICATION

Complete the information on high school, college, and/or university attended below:

Name of Institution	Dates Attended	GPA	Major/Minors	Degree

Please attach a certified copy of your transcript for each school attended.

## STUDENT TEACHING

Please list where and when you did your Student Teaching (if applicable):

Name of School	Dates (From - To)	Supervising Teacher

Optional: Please feel free to attach copies of recommendation letters from all your administrator/supervising teachers.

CERTIFICATION	DATE RECEIVED	EXPIRATION DATE	SUBJECT

What grade levels or subjects are you best equipped to teach?

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Are you computer literate? If so, please list your abilities.

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## WORK HISTORY

FORMER EMPLOYERS: LIST BELOW YOUR LAST FOUR EMPLOYERS, STARTING WITH THE MOST RECENT.

DATE MONTH AND YEAR	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

Which job did you like the best, and why? \_\_\_\_\_

\_\_\_\_\_

What job did you dislike most, and why? \_\_\_\_\_

\_\_\_\_\_

## GENERAL

Subjects of special study or research work: \_\_\_\_\_

\_\_\_\_\_

Special Skills: \_\_\_\_\_

Activities (Civic, Athletic, etc.): \_\_\_\_\_

Present membership in U.S. Military, Naval Service, National Guard or Reserves?  Yes  No

Rank and Years of Military Service: \_\_\_\_\_

## SPIRITUAL MATURITY

How long have you been born again and walking with the Lord? Give a brief testimony about yourself.

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Which church do you currently attend? How long have you attended there?

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How often do you attend services per week?\_\_\_\_\_

Have you been water baptized?  Yes  No

If yes, when and where?\_\_\_\_\_

Do you currently serve as a volunteer in any areas of ministry at your church? If yes, please list the name of the ministry.\_\_\_\_\_

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Where have you served as a volunteer in the past five (5) years?\_\_\_\_\_

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## MISSION STATEMENT

Calvary Chapel Christian School exists to make disciples through a Biblical school environment that prepares students to glorify God spiritually, academically and socially.

## STATEMENT OF FAITH, CHARACTER, BELIEF AND ORDINANCES

1. We believe that there is one living and true GOD, eternally existing in three persons: The Father, the Son, and the Holy Spirit, equal in power and glory; that this triune God created all, upholds all, and governs all things. ([Genesis 1:1](#); [Deuteronomy 6:4](#); [Matthew 28:19](#); [John 10:30](#); [Hebrews 9:14](#))
2. We believe that the scriptures of the Old and New Testaments are the Word of God, fully inspired without error in the original manuscripts, and the infallible rule of faith and practice. The Word of God is the foundation upon which this church operates and is the basis for which this church is governed. We believe that the Word of God supercedes any earthly law that is contrary to the Holy Scriptures. We believe that the King James Version of the Bible is the most accurate translation from the original ancient text. It is from this translation that we establish our doctrine and Statement of Faith. ([Isaiah 28:13](#); [Nehemiah 8:8](#); [John 17:17](#); [2 Timothy 3:16-17](#); [Hebrews 4:12](#); [1 Peter 1:23-25](#); [2 Peter 1:21](#))
3. We believe in the person of God the Father, an Infinite, personal Spirit, perfect in holiness, wisdom, power and love; that He concerns Himself mercifully in the affairs of men; that He hears and answers prayer; and that He saves from sin and death all those who come to Him through Jesus Christ. ([Deuteronomy 33:27](#); [Psalms 90:2](#); [Psalms 102:27](#); [John 4:24](#); [1 Timothy 1:17](#); [Titus 1:3](#))
4. We believe in the person of Jesus Christ, God's only begotten Son, conceived by the Holy Spirit. We believe in His virgin birth, sinless life, miracles and teachings, his substitutionary atoning death, bodily resurrection, ascension into heaven, perpetual intercession for His people and personal, visible return to earth. ([Isaiah 7:14](#); [Micah 5:2](#); [Matthew 1:23](#); [Mark 16:19](#); [Luke 1:34-35](#); [John 1:1-2](#); [John 8:58](#); [John 11:25](#); [1 Corinthians 15:3-4](#); [Hebrews 1:8](#); [1 John 1:2](#); [Revelation 1:8](#))
5. We believe in the person of 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 for ministry all who believe in Christ; ([Acts 1:8](#); [2 Corinthians 3:18](#); [John 16:8-11](#); [Romans 15:13,16](#); [Hebrews 9:14](#))
6. We believe the Holy Spirit indwells every believer in Jesus Christ and that He is an abiding helper, teacher, and guide. ([John 14:16-17](#), [16:8-11](#))

7. We believe in the present ministry of the Holy Spirit and in the exercise of all Biblical gifts of the Spirit. (1 Corinthians 14)
8. We believe that all people are sinners by nature and, therefore, are under condemnation; that God regenerates based upon faith by the Holy Spirit, those who repent of their sins and confess Jesus Christ as Lord. (Acts 8:15-17; Titus 3:5)
9. We believe in the universal church, the living spiritual body, of which Christ is the head and all who are born again are members. (1 Corinthians 12:12-13; Ephesians 4:15-16)
10. We believe that the Lord Jesus Christ committed two ordinances to the church: (a) full immersion water baptism, and (b) the Lord's Supper. (Matthew 28:19; Acts 2:38; 1 Corinthians 11:23-26)
11. We believe also in the laying on of hands for the baptism of the Holy Spirit and the ordination of pastors, elders, and deacons, and for the receiving of the perpetuity of the gifts of the Holy Spirit. (Acts 6:6, 8:17; 1 Timothy 4:14)
12. We believe in the Second Coming of Jesus Christ which is His personal, visible return to earth and the establishment of His millennial kingdom, in the resurrection of the body, the final judgment and eternal blessing of the righteous and endless suffering of the wicked. (Matthew 16:27; Acts 1:11; Revelation 19:11-16, 20: 11-15)
13. We believe in what is termed "the apostles' creed" as embodying the fundamental facts of the Christian faith.
14. We believe in a literal Heaven and a literal Hell and that all those who place their faith, hope and trust in Jesus Christ will spend eternity in Heaven with the Lord, while those who reject Jesus' free gift of salvation will spend eternity separated from the Lord. (Matthew 5:3, 25:31-34; Hebrews 12:23; 1 Peter 1:4; Psalm 9:17; Matthew 5:22, 18:9; Luke 12:5)
15. We believe in the Pre-Tribulation Rapture of the Church where all believers will meet the Lord in the air and be taken out of this world prior to the Tribulation that will come upon the earth. (Matthew 24:29-31; Luke 21:36; Romans 1:18, 5:9; 1 Thessalonians 5:9; 2 Peter 2:7-9; Revelation 5:7-10, 7:13-14)
16. We believe that marriage is exclusively the legal union of one genetic male and one genetic female sanctioned by the state and evidenced by a marriage ceremony. We also believe that legitimate biblical sexual relations are exercised solely within marriage. Hence, sexual activities such as, but not limited to, adultery, fornication, pre-marital sex, incest, polygamy, homosexuality, transgenderism, bisexuality, cross-dressing, pedophilia and bestiality are inconsistent with the teachings of the Bible and the Church.

Further, lascivious behavior, the creation, viewing and/or distribution of pornography and efforts to alter one's physical gender or gender related appearance are incompatible with a true biblical witness. ([Genesis 2:24](#); [I Corinthians 5:11](#); [6:9](#); [6:18-20](#); [7:1-3](#); [7:8-9](#); [Romans 1:18-32](#))

We believe in the creation and God as the Creator. We believe that God created man and that He created them male and female. As such He created them different so as to complement and complete each other. God instituted monogamous marriage between male and female as the foundation of the family and the basic structure of human society. For this reason homosexuality, and all other "sexual preferences" or "orientations" are unnatural, sinful, and unacceptable to God ([I Corinthians 6:9-11](#); [I Timothy 1:9-11](#)). Accordingly, this ministry will not perform any marriage ceremonies between two individuals of the same sex. It will not condone or recognize such same-sex marriages, civil unions, or domestic partnerships even if the state passes laws that provide for recognition of such unions.

Print Name: \_\_\_\_\_

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

Date: \_\_\_\_\_

**EVERYONE WHO SERVES AT CALVARY CHAPEL CHRISTIAN SCHOOL MUST  
AGREE WITH CALVARY CHAPEL'S STATEMENT OF FAITH.**



What gifts do you believe the Lord has equipped you with to build up the Church?

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Describe your strengths \_\_\_\_\_

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Describe your weaknesses \_\_\_\_\_

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1 Timothy 3 describes the biblical requirements given to one who desires to lead in the church, and Romans 12 tells how there are many different parts that make up the body. We believe teachers in a school serve as leaders and role models. Please state your opinions on the following:

*“Now the overseer must be above reproach...” 1 Timothy 3:2 NIV*  
*“...must give no grounds for accusation...” Amplified*

Do you believe your life reflects the life of Christ in moral purity and Christian ethics? Is your life above accusation? Please comment.

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*“...the husband of one wife...he must manage his own household well...” 1 Timothy 3:2 NIV*

Please describe your marriage and/or family life.

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*“...temperate, self controlled, respectable...” 1 Timothy 3:2 NIV*

Do you believe that you exhibit control over your emotions and actions? Do your emotions ever affect your ability to work well with others? Please comment.

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**"...hospitable..." 1 Timothy 3:2 NIV**

Do you believe that you extend the love of Christ to others in your actions?  
Please describe.

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**"...able to teach..." 1 Timothy 3:2 NIV**

Do you believe that you have a good working knowledge of the Bible? Are you capable and ready to communicate the counsel of God's Word to others?

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**"...not given to drunkenness..." 1 Timothy 3:3 NIV**

Describe your use, if any, of alcohol and/or drugs and your feelings about the subject.

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**"...not violent but gentle, not quarrelsome..." 1 Timothy 3:3 NIV**

How do you deal with conflict?

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**"...not a lover of money..." 1 Timothy 3:3 NIV**

Are you content with the Lord's provision in your life or do you have an unsatisfied desire for "more"?

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**PLEASE STATE YOUR BELIEFS ON THE FOLLOWING ISSUES:** (This is not a test of your Bible knowledge, but we do want to know what you believe regarding some important doctrines.)

**Salvation:** What is it and how is it obtained?\_\_\_\_\_

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**The Trinity** \_\_\_\_\_

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**The Deity of Christ**\_\_\_\_\_

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Please describe what the "Inerrancy of Scripture" means to you.-----

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The Significance of Water Baptism-----

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Describe your understanding of the Rapture of the Church. What is it and when will it take place in relation to the Tribulation Period?

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The Baptism of the Holy Spirit-----

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The Spiritual Gifts \_\_\_\_\_  
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**DEDICATION/COMMITMENT**

Describe your personal understanding of “Christian education”.  
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\_\_\_\_\_  
\_\_\_\_\_

Why do you want to teach at a Christian vs. public school?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What hobbies and interests do you enjoy in your spare time?  
\_\_\_\_\_  
\_\_\_\_\_

What books and publications have you especially enjoyed in the last year?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What, if any, Christian authors, books, pastors, or teachers have influenced you most? In what way? How would you want to emulate their lives?

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How do you view yourself as a role model for the children?

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What would you do if you filled out this application and was not selected for employment at Calvary Chapel Christian School?

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BECAUSE OUR CHURCH AND SCHOOL CARES FOR OUR STAFF, MEMBERS AND OUR CHILDREN, AND DESIRES TO PROTECT THEM, PLEASE ANSWER THE FOLLOWING QUESTIONS. WE UNDERSTAND THE ANSWERS TO THESE QUESTIONS MAY BE PRIVATE AND DEEPLY PERSONAL, HOWEVER, WE WILL PROTECT YOUR PRIVACY.

Why do you want to work with children or adults at CCCS?\_\_\_\_\_

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Do you have a preference concerning the age group or sex of children or adults with whom you would like to work with? Why?

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What is your philosophy concerning the re-direction of discipline of another individual (child and adult)?

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When you are unhappy, angry or emotional about a person or circumstance, what do you do?

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Have you experienced any significant physical or emotional stresses with the past year, such as a loss of a parent, spouse, or child, extreme health issue, or any emotional or physical crisis? If so, please briefly explain (Use an additional page if necessary).

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Do you consider yourself to have been physically or sexually abused as a child?  
(This information will be kept entirely confidential).

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Have you ever physically or sexually abused a child?

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Has someone ever accused you of assaulting/or abusing a child (Use an additional page if necessary)?

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**BACKGROUND CHECK INFORMATION**

**All Staff Applicants:**

In consideration of my role at Calvary Chapel Christian School, and recognizing the importance of my character being above reproach, I agree within 15 days of receiving notification of employment to:

- 1) Complete background check.
- 2) Allow Calvary Chapel Christian School to contact any current employment references listed on this application.
- 3) Provide Calvary Chapel Christian School with a photocopy of my driver’s license, official State of Hawaii identification card or passport.
- 4) Completion of Personal Record Form, Certificate of Tuberculosis Screening and Physician’s Statement of Good Health. Forms to be provided by individual’s physician. Applicant is responsible for costs incurred for needed medical examinations and tests mandated by these forms.
- 5) Completion of an HRS approved CPR and First Aid courses within six months of employment.

**Please answer the following questions:**

Have you ever been found guilty of a felony?     Yes     No

Have you ever been charged with a crime or misconduct at your workplace?  
 Yes     No

Have you ever struggled with any sin involving a minor?     Yes     No

If you answered yes to any of the above questions, please explain below:

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Have you ever applied to Calvary Chapel Honolulu before?  Yes  No

Have you ever been removed from a position at another church or with other employment for any reason involving accusations of improper conduct?

Yes  No

Is there any other information regarding your past that is relevant to your involvement with children/youth, or Calvary Chapel in general that Calvary Chapel as an employer should know?  Yes  No

If you answered yes to any of these questions above, please be prepared to discuss with the School Administrator.

PRINT NAME\_\_\_\_\_

SIGNATURE\_\_\_\_\_

DATE\_\_\_\_\_

**BACKGROUND CONSENT FORM**

I, \_\_\_\_\_, hereby authorize Calvary Chapel Christian School and/or its agents to make an independent investigation of my background, references, character, past employment, education, credit history, criminal or police records, including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my Application and/or obtaining other information which may be material to my qualifications for employment now and, if applicable, during the tenure of my employment with Calvary Chapel Christian School.

I release \_\_\_\_\_ and/or its agents and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims or law suits in regards to the information obtained from any and all of the above-referenced sources used.

The following is my true and complete legal name and all information is true and correct to the best of my knowledge:

Full Name (Printed)\_\_\_\_\_

Maiden Name or Other Names Used\_\_\_\_\_

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

How Long at Present Address?\_\_\_\_\_

City\_\_\_\_\_ State\_\_\_\_\_ Zip\_\_\_\_\_

Former Address\_\_\_\_\_

City\_\_\_\_\_ State\_\_\_\_\_ Zip\_\_\_\_\_

How Long at Former Address?\_\_\_\_\_

Date of Birth\*: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_

State of License: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant/ Date

\*NOTE: The above information is required for identification purposes only, and is in no manner used as qualifications for employment. Calvary Chapel Christian School abides by all applicable state and federal employment laws.

# CALVARY CHAPEL CHRISTIAN SCHOOL

## AFFIDAVIT

I HEREBY RELEASE AND HOLD HARMLESS FROM LIABILITY all persons, organizations, and other entities which provide references or information to Calvary Chapel Christian School with regard to me or my background. I FURTHER HEREBY RELEASE AND HOLD HARMLESS FROM LIABILITY Calvary Chapel Christian School and Calvary Chapel Honolulu, and its clergy, staff, employees, and volunteers, with regard to any decision that it makes on my application.

I consent to a copy of this consent being furnished to any reference that I have provided to Calvary Chapel Christian School and to any other person, organization or entity that Calvary Chapel Christian School deems necessary in connection with its investigation of my character and qualifications.

I realize that this information may be of a confidential nature and will be discussed with only those on a need to know basis: at a Pastoral level, Human Resources, or anyone who might be involved in the background check.

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

PRINT NAME\_\_\_\_\_

SIGNATURE\_\_\_\_\_ DATE\_\_\_\_\_



How would you describe the applicant's overall spiritual character?

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How would you describe the applicant's overall Christian experience and example?

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If the applicant is hired, is there an area of his/her spiritual life that CCCS could help to nurture and grow?

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Is there anything we should know about the applicant's life that would cause concern regarding his/her ability to teach young children at CCCS?

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Please attach an additional sheet if you wish to add any other relevant remarks.

Signature\_\_\_\_\_

Date\_\_\_\_\_



	Not Observed	Weak	Fair	Very Good	Outstanding
14. Heeds to counsel of supervisors					
15. Shows initiative					
16. Has an impeccable work ethic					
17. Competent in teaching abilities					
18. Exhibits self-discipline					
19. Exhibits leadership skills					
20. Exhibits intellectual ability					
21. Demonstrates good interpersonal skills					
22. Acts as a coach or mentor to students					
23. Demonstrates potential for career advancement					
24. Effectively plans classroom strategies					
25. Demonstrates aptitude for chosen profession					

How would you describe the applicant's overall professional character?

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How would you describe the applicant's overall teaching abilities?

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Is there anything we should know about the applicant's life that would cause concern regarding his/her ability to teach young children at CCCS?

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Please attach an additional sheet if you wish to add any other relevant remarks.

Signature \_\_\_\_\_

Date \_\_\_\_\_



- 16. Is loving toward others
- 17. Is always available and accessible
- 18. Easily builds relationships with others
- 19. Offers a helping hand when others are in need

	Not Observed	Weak	Fair	Very Good	Outstanding

How would you describe the applicant's overall character? (Please describe actions or behaviors which can support your comments, if possible)

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How would you describe the applicant's overall personality and how it fits with working at a Christian school?

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Is there anything we should know about the applicant's life that would cause concern regarding his/her ability to teach young children at CCCS?

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Please attach an additional sheet if you wish to add any other relevant remarks.

Signature \_\_\_\_\_

Date \_\_\_\_\_