



Toledo Christian Schools

Faculty Application

We appreciate your interest in employment at Toledo Christian Schools. We invite you to fill out this initial application and return it to our school office. If an opening occurs for which you may qualify, we will contact your references. If we have continued interest in your candidacy, we will arrange for a personal interview.

We seek applicants who are professionally qualified, who love children, and who, by the pattern of their lives, are Christian role models. We look forward to reviewing your application and thank you for your interest in the ministry of our school.

Personal Information

Name _____ Date _____

Home Phone _____ Cell Phone _____ Work Phone _____

Address _____

City _____ State _____ Zip Code _____

E-mail Address _____

Marital Status: Single Married Divorced Remarried Widowed Separated

Spouse Name _____ Occupation _____

Children(s) Names _____ Current Grade _____
_____ Current Grade _____
_____ Current Grade _____

Are you a U.S. citizen? Yes No

Have you ever been convicted of a misdemeanor or felony? If yes, please explain _____

Have you ever been reprimanded, discharged, or asked to resign from a prior position? Yes No

Date available to start _____ Full-Time Part-Time Sub

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Positions for which you are applying _____

Current Employer _____ Position _____

Current Salary _____ Are you presently under contract _____
May we contact your present employer? _____

Do you have any health and/or physical limitations that could affect your ability to perform the job for which you are applying? If yes, please explain _____

Professional Qualifications

School	Major/ Minor	Diploma/ Degree	Years Attended	Year Graduated	Grade Point Average

Please list where and when you did your student teaching (if applicable)

School _____ Dates (from-to) _____
Supervising Teacher _____ Hours in Education _____
Hours in Christian Education _____

School _____ Dates (from-to) _____
Supervising Teacher _____ Hours in Education _____
Hours in Christian Education _____

Other preparation _____

Teaching Experience – Sequentially list your teaching experience beginning with the most recent

School _____ Location _____
Dates (from-to) _____ Grade _____ Subject _____

School _____ Location _____
Dates (from-to) _____ Grade _____ Subject _____

School _____ Location _____
Dates (from-to) _____ Grade _____ Subject _____

If you need additional space to list your teaching experience, please use a separate sheet of paper.

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Please list other experiences which you feel strengthen your application. Begin with the most recent experience and proceed in reverse chronological order _____

Teaching Credentials

Do you have an ACSI Teaching Certificate? Yes No Level _____

Remains valid for _____ years

Do you have a State Teaching Certificate? Yes No What kind? _____

Name of State _____ Remains valid for _____ years

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

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

*Please attach a copy of any certifications held

Christian Preparation and Personal Philosophy

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

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

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

List any professional books or journals you have read recently _____

Why do you wish to teach at Toledo Christian School? _____

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In your opinion, what are the main characteristics that distinguish a Christian school from a public school? _____

How do you, or will you, make your teaching distinctively Christian? _____

What do you consider to be the proper classroom atmosphere for learning? _____

What areas do you feel are your strengths? Your opportunities for growth? _____

The Christian teacher is the most effective when he/she models the Christian life. Please share what this means to you in your personal habits, values, recreation, and all-encompassing lifestyle _____

Christian Background

Give a concise adequate statement of your personal faith in Jesus Christ _____

Local church affiliation _____ Pastor _____

Address: _____

City _____ State _____ Zip Code _____

Phone _____ Are you a member of this church? Yes No

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In which ministries are you involved? _____

Do you hold any leadership roles in your church? _____

In what other Christian service have you been involved since becoming a Christian? _____

Are you capable of teaching a Bible class (Middle and High School only) _____

Subject Preferences (Middle and High School only) _____

Lower School applicants, circle area of certification Preschool K-3 4-5

Personal Interest

Please list any areas of school life (art, music, athletics, drama, journalism, etc.) where you feel you have a personal interest. Indicate the amount of experience you have in these areas _____

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TOLEDO CHRISTIAN SCHOOLS, INC.
STATEMENT OF FAITH

We believe that in order to preserve the function and integrity of Toledo Christian Schools, and to provide a biblical role model to all members of our school community, it is imperative that all persons employed by Toledo Christian Schools in any capacity, or who serve as members on the Board of Directors, subscribe annually in writing to the following Statement of Faith, and our parents and volunteers recognize that we believe:

There is one God, who is infinitely perfect, existing eternally in three persons: Father, Son, and Holy Spirit. (Genesis 1:1, Matthew 28:19, John 10:30)

Jesus Christ is true God and true man. (John 10:33) He was conceived by the Holy Spirit and born of the Virgin Mary. (Isaiah 7:14, Matthew 1:23, Luke 1:35) He died upon the cross as a substitutionary sacrifice and all who believe in Him in total surrender and commitment are justified on the grounds of His shed blood. (1 Corinthians 15:3, Ephesians 1:7, Hebrews 2:9). He arose from the dead (John 11:25, 1 Corinthians 15:4) and will come again to establish His kingdom of righteousness and peace (Acts 1:11, Revelation 19:11). This is the believer's blessed hope and is a vital truth which is an incentive to holy living and faithful service.

The Holy Spirit is sent to indwell, guide, teach, empower the believer, and convince the world of sin, righteousness, and judgment (John 3:16-19, 5:24; Romans 3:23, 5:8-9; Ephesians 2:8-10; Titus 3:5).

The Word of God, the Old and New Testaments, inerrant as originally given, is inspired by God and is a complete revelation of His will for the salvation of men (2 Timothy 3:16, 2 Peter 1:21).

Man was originally created in the image and likeness of God (Genesis 1:27); he fell through disobedience, incurring thereby both physical and spiritual death (Genesis 3:17-19).

Salvation has been provided through Jesus Christ for all men; and those who confess their sin and believe in Him are born again of the Holy Spirit, receive the gift of eternal life, and become the children of God (John 3:16-19, 5:24; Romans 3:23, 5:8-9; Ephesians 2:8-10; Titus 3:5).

There shall be a resurrection of the just and unjust (John 5:28-29).

We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13-14; 1 Corinthians 3:16, 6:19-20; Ephesians 4:30, 5:18).

We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God (Genesis 1:26-27). Rejection of one's biological sex is a rejection of the image of God within that person.

We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Genesis 2:18-25). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Corinthians 6:18;

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7:2-5; Hebrews 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage.

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God (Matthew 15:18-20; 1 Corinthians 6:9-10).

We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life (Psalms 139).

We believe that every person must be afforded compassion, love, kindness, respect and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of Toledo Christian Schools.

This Statement of Faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of Toledo Christian Schools' faith, doctrine, practice, policy, and discipline, our Board of Directors is Toledo Christian Schools' final interpretive authority on the Bible's meaning and application.

Signed: _____ Dated: _____

Toledo Christian Schools STANDARDS OF CONDUCT FOR BOARD MEMBERS AND EMPLOYEES

BACKGROUND

The Word of God teaches that spirituality is a result of the believer's yielding to the Holy Spirit and cannot be legislated by man-made regulations (Galatians 5:16-25, Ephesians 5:18). We do not intend to imply by the publication of these standards that those who observe them are spiritual people because they do so. We do confess, however, that we believe more is demanded of leaders and teachers than of other persons. Their public testimony must be above reproach (Acts 6:3, 1 Timothy 3:8, James 3:1).

In order to honor Christ and enhance the testimony of our school in the community, we have agreed upon certain standards for persons serving in our school. It is our conviction that they are based upon a legitimate application to modern life of scriptural admonitions to holiness and godliness (Titus 2:11-13, 1

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John 2:15-17). We are conscious of the fact that our outward practices mentioned here may be no worse (if as bad) than some sins of the heart which may be less conspicuous. We do feel, however, that certain habits and practices, being more visible and public, may be a greater detriment to our personal corporate testimony than others, equally as bad, which can only be observed by God (I Timothy 5:17-20, 24).

These standards are not exhaustive. They represent an effort to spell out certain positive and negative particulars which we feel are in keeping with the general tenor of Scripture. Decisions on issues and practices that are not included herein must be evaluated in keeping with the intent and spirit of this Standard of Conduct.

By their acceptance of a position with Toledo Christian Schools, all board members and employees make the following declarations:

POLICY

A. I have received the Lord Jesus Christ as my Savior and Lord (John 1:12). I am an active member of a church whose doctrine and teaching support the tenants of the school's Statement of Faith (Acts 2:42). I wholeheartedly subscribe to the Statement of Faith and these Standards of Conduct of Toledo Christian Schools. I realize my weakness and vulnerability to sin, and my continued dependence upon the Lord to help me live up to my commitments as an example in our school (John 15:5). I am conscious of the fact that when I should fail in some areas, the Lord has promised to forgive and to cleanse if I confess my failures to Him (I John 1:9). It is my prayer that I might be delivered from spiritual pride, that I might show concern and love toward all my fellow believers, and that I might be a faithful steward of that which God has given me (I Corinthians 4:2).

(initial)

By God's help I will:

1. Read God's Word and pray daily (Acts 17:11, I Thessalonians 5:17). _____
2. Maintain the letter and spirit of these standards. _____
3. Be a witness for Christ whenever I can (Luke 24:48). _____
4. Dress modestly and keep myself well groomed, seeking to honor Christ with my apparel (I Timothy 2:9, I Peter 3:3-4). _____

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5. Be a Christian role model in the school and community. As members of Christ's body we are subject to the law of love, not the letter of the law, and therefore, any use of alcohol must be accompanied by spiritual discernment and good judgment (Romans 14:15, I Timothy 3:8; Romans 14:21-23; Colossians 2:16-22). I will abstain from drunkenness and the use of illegal drugs.

6. Refrain from those things which have an appearance of evil and/or would cause someone to stumble, such as the use of tobacco, entertainment of any form that perverts God's perspective of sexuality or that demeans or degrades individuals or ethnic, religious, racial, or cultural groups; sexually suggestive dancing; gambling; misuse of prescription and non-prescription drugs; and misuse of all other harmful substances (Psalm 149:3, Psalm 150:4).

7. Refrain from viewing or reading pornographic or sexually suggestive images or print from any source (Matthew 23:27-28, Romans 6:19, Ephesians 5:4, James 1:21).

8. Refrain from any unwholesome talk, gossip, slander, backbiting, profanity, vulgarity, and the use of sexually suggestive and off-color language (Proverbs 11:13, 17:9, 20:19, 26:20, Romans 1:29-31, Ephesians 4:29-32, James 1:26, 3:1-6).

9. If married, refrain from any sexual relationship with any person, male or female, other than my spouse; if unmarried, refrain from any sexual relationship with any person, male or female.

B. If single, I will seek to honor Christ in my home by chaste conduct, by consideration of those with whom I live, and by my conversation and general deportment.

If married, I will:

1. Conduct myself toward my spouse as Scripture teaches (Ephesians 5:25-33).

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2. Lead and discipline any children whom the Lord gives me in accordance with divine instructions (Deuteronomy 6:17, Ephesians 6:14). _____

3. Maintain regular devotional times with my family, seeking to guide them in the things of God. _____

C. As a member of a church whose doctrine and teaching support the tenants of the school's Statement of Faith, I will:

1. Attend regularly the services of the church (Hebrews 10:25). _____

2. Give regularly of my income to my church for the Lord's work (I Corinthians 16:1, II Corinthians 8:7). _____

3. Refrain from destructive criticism of the church and its leaders, but rather give loyal and enthusiastic support (Hebrews 13:17). _____

D. As to my conduct and walk, I understand any of the following will be grounds for immediate dismissal:

1. Participating in, advocating, supporting, or in any way adhering to any religion, philosophy, or conduct that is contrary to the doctrinal statement as expressed in the Statement of Faith (Romans 12:15, I Corinthians 1:10, 10:17, II Corinthians 13:11, Galatians 3:28, Ephesians 4:3, 4:13, Philippians 1:27, I Peter 3:18). _____

2. Becoming involved in immorality, impurity, or lewdness, whether alone, with another employee, a student, or some person outside the responsibility or authority of Toledo Christian Schools including but not being limited to sex outside of marriage and homosexual acts (Exodus 20:14, Leviticus 20:10, Job 24:15, Romans 1:18-27, Romans 6:19, _____

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Ephesians 4:19-20, 5:3, Colossians 3:5-6, I Thessalonians 4:7-8, Hebrews 4:13, II Peter 2:9-10).

3. Advocating, supporting, or becoming involved in the practice of the horoscope, witchcraft, sorcery, hypnotism, or any other such activity (Leviticus 19:31, 20:6, Deuteronomy 18:9-13, I Samuel 15:23, II Kings 17:17, 21:6, Isaiah 8:19, Micah 5:12, Malachi 3:5, Galatians 5:20, Revelations 18:23, 21:8).
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E. I acknowledge that the ministry of Toledo Christian Schools, Inc., involves the religious tenets of belief and is composed of spiritual activities within an educational function, and since it is a sacred undertaking, as to complaints or grievances, I will resolve any differences that may relate to my employment by following the Biblical pattern established in Matthew 18:15-20 and I Corinthians 6:1-8 and the policies of Toledo Christian Schools, Inc., including the grievance procedure, as such policies may be amended from time to time. By signing this instrument, I waive all rights to take my cause to a court of law.

Employee

Date Signed

Rev. 3/13/14

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Toledo Christian Schools
Professional Recommendation

Please complete and return to: Toledo Christian School, Attention: Superintendent, 2303 Brookford Drive Toledo, OH 43614.

Name of applicant _____ Date _____

Position desired _____

I waive my right do not waive my right to examine this form _____
Applicant's Signature

The individual above is applying for a teaching position at Toledo Christian School. We appreciate your honest evaluation of the applicant's spiritual life. Thank you for your part in this recommendation process.

Your name _____ Phone _____

How long have you known the applicant _____ Relationship to applicant _____

Where do you work _____ Position _____

Please give us your honest evaluation of the following areas of the applicant's professional life:

	Not Observed	Outstanding	Very Good	Fair	Weak
Has a personal commitment to teaching					
Is able to teach children effectively					
Is a role model for children and adults					
Is dependable					
Contributes as a team player					
Shows a genuine interest in students					
Is active in extracurricular activities					
Manages time well					
Effectively handles conflict/disagreement					
Is a person of integrity					
Has a great desire to continue to learn					
Has ability to communicate ideas well					
Uses creative teaching techniques/ideas					

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	Not Observed	Outstanding	Very Good	Fair	Weak
Follows the counsel of supervisors					
Shows initiative					
Has a strong work ethic					
Effective teaching abilities					
Exhibits self-discipline					
Exhibits leadership skills					
Exhibits intellectual ability					
Demonstrates good interpersonal skills					
Acts as a coach or mentor to students					
Effectively plans classroom strategies					
Demonstrates aptitude for chosen profession					
Demonstrates potential for career advancement					

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

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

Is there anything we should know about the applicant's life that would cause concern regarding his/her ability to teach students at Toledo Christian School _____

Additional comments _____

Signature _____ Date _____

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Your name _____ Phone _____

How long have you known the applicant _____ Relationship to applicant _____

Please give us your honest evaluation of the following areas of the applicant's personal life:

	Strongly Agree	Somewhat Agree	Strongly Disagree	Somewhat Agree	No Opinion
Is a person of integrity					
Displays a passion for teaching					
Shows a genuine interest in others					
Is dependable					
Is reliable					
Is honest					
Encourages others					
Manages time well					
Effectively handles conflict/disagreement					
Shows respect toward others					
Is trustworthy					
Is self-disciplined					
Is a good listener					
Is loving toward others					

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Is always available/accessible					
Easily builds relationships with others					
Offers a helping hand when others are in need					
Shows a consistency between words and actions					

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

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

Is there anything we should know about the applicant's life that would cause concern regarding his/her ability to teach students at Toledo Christian School _____

Additional comments _____

Signature _____ Date _____

Educate...Disciple...Prepare

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