



SILVERDALE

BAPTIST ACADEMY

Your interest in Silverdale Baptist Academy is appreciated. Please fill out this initial application and return it to our school office. If an opening occurs for which it appears you may qualify, we will contact your references. If we have continued interest in your candidacy, we will arrange for a personal interview. We realize that the key to a successful school is its staff. We are grateful for those who are professionally qualified, who really love children, and who, by the pattern of their lives, are Christian role models.

Position(s) Applying For:

Employment with Silverdale Baptist Academy will go to those individuals whose training and experience most qualify them for the position offered without regard to race, color, creed, gender, marital status, age, disability or national origin.

Applicant's Name: _____

Application Date: _____



SILVERDALE BAPTIST ACADEMY

7236 Bonny Oaks Drive • Chattanooga, TN 37421

Application for Employment

A. PERSONAL INFORMATION

CIRCLE ONE: Mrs. Miss Ms. Mr. Full Name: _____

Address: _____ City: _____

State: _____ Zip: _____ Home Phone: _____

Cell Phone: _____ Email Address: _____

Social Security Number: _____ - _____ - _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Are you 18 years of age or Older? YES NO

Have you ever filed an application with us before? YES NO

If so, what position(s)/date(s) applied: _____

Do you have family members that are employed with Silverdale Baptist Church or Academy? YES NO

If so, name(s) and area(s)? _____

Are you currently employed? YES NO Do you possess a valid driver's license? YES NO

Do you hold Commercial Driver's License (CDL) or be willing to obtain one? YES NO

Would you be willing for your child/children to attend the Academy if you are hired as an employee of the Academy?

YES NO

Desired Salary: _____

B. EDUCATION

Beginning with high school, list the details of your education in the table below.

School Name	Address	Course(s) of Study	Years Completed	Diploma/Degree

C. BACKGROUND & CERTIFICATIONS

Have you ever failed or refused to fulfill an employment contract? YES NO

Do you have a state teaching certificate?* YES NO

If yes, from what state(s)? _____

Do you have an ACSI Teaching Certificate?* YES NO

If yes, what level? _____ If yes, it remains valid for _____ more years.

What kind? _____ If yes, it remains valid for _____ more years.

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

If you do not hold a certificate, what requirements do you lack? (See ACSI certification at ACSI.org)

Have you ever had a teaching credential denied, suspended or revoked? YES NO

Have you ever been arrested or convicted of a felony? YES NO

If yes, please explain. _____

Have you ever been arrested or convicted of a misdemeanor? YES NO

If yes, please explain. _____

Have you ever been served with a restraining order? YES NO

If yes, please explain. _____

Have you ever been served an order of protection? YES NO

If yes, please explain. _____

**Please attach photocopies of any certificates held.*

D. POSITION DESIRED

Please prioritize your preference in parenthesis using 1, 2, 3, and 4. Indicate the grade level or subject in the blank.

() Kindergarten

() Elementary School _____

() Middle School _____

() High School _____

Other: _____

CIRCLE ONE: Full-time Part-time

How did you learn about the position for which you are applying? _____

Please list activities or sports which you would be capable of and be willing to direct, sponsor, advise, or coach. (Indicate grade or ability levels)

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

E. EMPLOYMENT HISTORY

Please begin with your current or most recent employer and work backwards for the past ten years. If needed, submit a continued listing of employers via attachment in the same format.

Employer: _____ Position: _____

Dates of employment: _____ - _____ Address: _____

Supervisor's name & phone number: _____

Reason for leaving: _____

May we contact this employer? YES NO If no, please explain: _____

Employer: _____ Position: _____

Dates of employment: _____ - _____ Address: _____

Supervisor's name & phone number: _____

Reason for leaving: _____

May we contact this employer? YES NO If no, please explain: _____

Employer: _____ Position: _____

Dates of employment: _____ - _____ Address: _____

Supervisor's name & phone number: _____

Reason for leaving: _____

May we contact this employer? YES NO If no, please explain: _____

Employer: _____ Position: _____

Dates of employment: _____ - _____ Address: _____

Supervisor's name & phone number: _____

Reason for leaving: _____

May we contact this employer? YES NO If no, please explain: _____

Employer: _____ Position: _____

Dates of employment: _____ - _____ Address: _____

Supervisor's name & phone number: _____

Reason for leaving: _____

May we contact this employer? YES NO If no, please explain: _____

F. REFERENCES

You will need to sign the **Reference Release Form** that is included and return it with this application. Do not list family members or relatives for references. References should include but are not limited to, your pastor, one other professional educator and persons who know you well.

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

Name	Position	Email Address	Phone Number

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

Name	Position	Email Address	Phone Number

Please expound on the following questions:

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

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

Do you have confidential references on file at a college placement office? YES NO

College Placement Office Address: _____

Christian School Preparation

Have you had any courses relating to or giving training in the Christian philosophy of education? YES NO

If yes, explain: _____

Would you regularly follow a reading program or correspondence course on this topic? YES NO

Have you had other courses giving specific training for Christian schools? YES NO

If yes, explain: _____

List any conferences or seminars in which you have led or participated in the past: _____

Describe how teacher evaluation has been helpful to you: _____

Spiritual Conviction

We desire that all applicants feel comfortable in a Christian environment. All staff members must practice a lifestyle of prayer and worship that is integrated into day-to-day job functions. It is the policy of Silverdale Baptist Academy to utilize only staff members of like faith who subscribe without reservation to Silverdale Baptist Academy's Statement of Faith and who are living out these doctrines and standards in all areas of their lives, both at and away from school. As a result, the following information is requested as a bona fide occupational qualification.

Describe your own personal relationship with and commitment to the Lord Jesus Christ, including when you became a Christian (if you remember the specific time.)

Denominational preference: _____

Where do you regularly attend worship? _____ For how many years? _____

Pastor's name: _____

Church address: _____ City: _____

State: _____ Zip: _____

Are you currently a member? YES NO If yes, how long have you been a member? _____

Are you presently a member in good standing? YES NO

Are you actively involved in a small group/Sunday School class? YES NO

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

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

Are you capable of teaching a Bible class? YES NO

Is active church membership necessary for spiritual growth? Why? _____

Employee Statement of Faith and Commitment

I PERSONALLY BELIEVE:

1. the Bible to be the only inspired, inerrant, infallible and authoritative Word of God and as such, it is the final authority in faith, life, and standards of education. (I Corinthians 14:37, I Thessalonians 2:13, 4:1-2, II Timothy 3:16-17).
2. that there is one God, eternally existent in three Persons: Father, Son and Holy Spirit. (Deuteronomy 6:4, Isaiah 45:5-7, Matthew 28:19)
3. in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory. (Matthew 1:23-25, Mark 3:5, Luke 2:40-51)
4. that, for the salvation of lost and sinful men, regeneration by the Holy Spirit is absolutely necessary. (I Corinthians 12:13, Romans 8:9-11, II Corinthians 3:6)
5. that salvation is by grace through faith alone. (Ephesians 2:8-9)
6. that faith without works is dead. (James 2:14-26)
7. that the Christian is enabled to live a Godly life by the Holy Spirit who dwells within him. (John 15:26-27, Galations 5:22-26, I Corinthians 12:13)
8. in the resurrection of both the saved and the lost; that they are saved to the resurrection of life, and they that are lost to the resurrection of damnation. (Philippians 3:20-21, I Thessalonians 4:13-17, John 5:28-29)
9. in the spiritual unity of all believers in our Lord Jesus Christ. (Ephesians 2:11-36)
10. that the chief end of man is to glorify God and enjoy Him forever. (Psalm 19:1, Isaiah 43:7)

AS A MEMBER OF SILVERDALE BAPTIST ACADEMY STAFF, realizing the necessity of standing together, I hereby commit myself to stand behind the decisions of the administration and make every effort to support loyally the school and its staff and defend it against undue or invalid criticism.

Should the time come when I could not in good conscience follow the above commitment, I agree to withdraw willingly from the faculty.

Do you subscribe without reservation to our Statement of Faith? YES NO

Applicant Signature: _____ **Date:** _____

Declaration of Moral Integrity

Silverdale Baptist Academy expects all of its employees and its volunteers with unsupervised access to children to model the same Christian values and lifestyle that it seeks to inculcate in its students. As an application for a ministry position as an employee or as a volunteer at this school, I (print name) recognize, understand, and agree to live by the Christian moral standards of the school.

I declare that I am not engaging in, nor will I engage in inappropriate conduct that includes, but is not limited to, such behaviors as the following: heterosexual activity outside of marriage (e.g. premarital sex, co-habitation, extramarital sex), homosexual activity, sexual harrassment, use or viewing of pornographic material or websites, and sexual abuse or improprieties towards minors as defined by Scripture and federal or state law.

I declare that the above statement is factual and true. My signature below indicates that I meet the moral integrity standards and Christian-role-model lifestyle requirements of this Christian school.

“Honor marriage, and guard the sacredness of sexual intimacy between wife and husband. God draws a firm line against casual and illicit sex.”

– Hebrews 13:4, The Message

“A pupil is not superior to his teacher, but everyone [when he is] completely trained (readjusted, restored, set to rights, and perfected) will be like his teacher.”

– Luke 6:40, Amplified Bible (brackets in original)

Applicant Signature: _____ **Date:** _____

Applicant's Certification and Agreement

I understand that Silverdale Baptist Academy 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 Silverdale Baptist Academy 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 the Silverdale Baptist Academy, 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 Silverdale Baptist Academy.

Since I will be working with children, I understand that I must submit to a fingerprint check by federal or state authorities. I authorize Silverdale Baptist Academy 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.

Applicant Signature: _____ **Date:** _____

Authorization to Release Reference Information

I have made application for a position as a _____ with Silverdale Baptist Academy. I have authorized the school to thoroughly investigate references, work records, evaluations, 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 the Silverdale Baptist Academy, 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 Silverdale Baptist Academy.

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

Applicant Name (*print*): _____

Applicant Signature: _____

Applicant Social Security Number: _____

Date: _____



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BAPTIST ACADEMY

Principal's Reference Form

(Personal & Confidential)

Name of Teacher Applicant: _____
First Middle Last

Area of Application (circle one): Elementary Secondary

Subjects: _____

The above named person has applied for a teaching position with our Academy. It would be helpful to us if you would comment briefly on the following items and return this form directly to our school. Your reply will be considered strictly confidential and will not be revealed to the applicant.

1. For what length of time did the applicant work within your school? _____
2. On a scale of 1-10 (poor-excellent), how would you rate the overall competency of the applicant as a teacher? _____
3. What are the strengths of the applicant as teacher? _____

4. What are the limitations of the applicant as a teacher? _____

5. Would you have any reservations about having this applicant as the teacher of your children? YES NO
If yes, please explain. _____

Check the appropriate box, which best describes the applicant in comparison with other persons you have known with comparable years of experience.

	Outstanding	Above	Average	Below	Poor
Accuracy and Dependability					
Assessment of pupil needs and progress					
Classroom management skills					
Cooperation with others					
Correct use of standard English					
Development of conducive learning environment					
Effective communication					
Enthusiasm for learning and teaching					
Flexibility					
Initiative and creativity					
Instructional Planning					
Integrity					
Judgment and common sense					
Knowledge and Subject Matter					
Leadership potential					
Loyalty to administration and system					
Maturity (poise, self-control)					
Motivation and relationship to pupils					
Personal hygiene and grooming					
Positive attitude toward supervision					
Potential for professional growth					
Punctuality/Attendance					
Teaching - effective instruction					
Overall Estimate of Teaching Capability					

- For the position desired, I recommend the applicant: Highly Favorably With Reservation Not at all
- Have you seen the applicant teach? YES NO
- Would you employ/re-employ this person? YES NO
- Would you want this person to teach your child? YES NO
- Would you prefer talking with us by telephone? YES NO
- How long and in what capacity have you known the applicant? _____

Name of Reference: _____
 Title: _____
 School/Organization: _____
 Phone: _____
 Date: _____

Please return by mail or fax to:
Silverdale Baptist Academy
 7236 Bonny Oaks Drive
 Chattanooga, TN 37421
 423.892.2319 Phone
 423.648.7600 Fax