

Covenant Academy

P.O. Box 290046

Kerrville, Texas 78029

830-777-6114

Email: CovenantAcademyofKerrville@gmail.com

www.Covenantacademy.org

*Attach a recent
photo of yourself*

INSTRUCTIONAL EMPLOYMENT

Leadership is essential for Covenant Academy. We are grateful for teachers who are professionally qualified, who love and know children, and who by the pattern of their lives exemplify Christ. You are not required by Covenant Academy or its Board to answer any specific question contained within this application. However, when answering, you must answer truthfully and to the best of your knowledge. Please attach additional sheets, if needed. We look forward to receiving your application and thank you for your interest in joining Covenant Academy.

Date of Application: _____ Dates Available for an Interview: _____

Applying For: Full Time Part Time Referred By: _____

When Are You Available to Begin Work? _____

PERSONAL DATA

Name: _____
Last First Middle

Social Security No.: _____ Primary Phone: _____

Secondary Phone: _____ Email: _____

Drivers License No.: _____ State: _____ Birth Date: _____

Street Address: _____ City: _____

State: _____ Zip Code: _____ How long have you lived at this address? _____

Marital Status: Married Divorced Single Engaged Separated Widower
 Co-habiting with significant other

If married give spouse name: _____ Number of children: _____ Other dependents: _____

Do you smoke? Yes No

Do you drink alcohol? Yes No

What is your attitude toward alcohol, tobacco, and other controlled substances so far as Christians are concerned?

Are you currently under contract for the next year? Yes No

What was your most recent annual salary?

EDUCATION

College or University	City/State	Degree	Major	Dates Attended	Overall GPA

Copies of all College and / or University transcripts, both undergraduate and graduate, must be filed with your application or soon after it has been submitted.

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 grow professionally.

STUDENT TEACHING

If student teaching was completed within the **last three years**, send us your college placement file and supply the following information:

School: _____ Grade/Subject: _____

Address: _____

Dates: From (M/D/Y): _____ To (M/D/Y): _____

Cooperating Teacher: _____ Telephone: _____

College Supervisor: _____ Telephone: _____

College/University Address: _____

School: _____ Grade/Subject: _____

Address: _____

Dates: From (M/D/Y): _____ To (M/D/Y): _____

Cooperating Teacher: _____ Telephone: _____

College Supervisor: _____ Telephone: _____

College/University Address: _____

TEACHING OR INSTRUCTIONAL EXPERIENCE

Beginning with your most recent position, list all teaching or instructional support experience for which you have been or are being paid. Please complete all information even if you include a resume.

Name of School: _____ From: _____ To: _____

Address: _____ Phone: _____

Job Title/Grade(s) and/or Subject Taught: _____

Reason for leaving: _____

Name and title of supervisor: _____ May we contact? Yes No

What kind of reference would they give you? _____ Why? _____

Name of School: _____ From: _____ To: _____

Address: _____ Phone: _____

Job Title/Grade(s) and/or Subject Taught: _____

Reason for leaving: _____

Name and title of supervisor: _____ May we contact? Yes No

What kind of reference would they give you? _____ Why? _____

Name of School: _____ From: _____ To: _____

Address: _____ Phone: _____

Job Title/Grade(s) and/or Subject Taught: _____

Reason for leaving: _____

Name and title of supervisor: _____ May we contact? Yes No

What kind of reference would they give you? _____ Why? _____

Name of School: _____ From: _____ To: _____

Address: _____ Phone: _____

Job Title/Grade(s) and/or Subject Taught: _____

Reason for leaving: _____

Name and title of supervisor: _____ May we contact? Yes No

What kind of reference would they give you? _____ Why? _____

NON-TEACHING EXPERIENCE

Please list below your non-teaching work experience beginning with the most recent.

Employer: _____ From: _____ To: _____

Address: _____

Phone: _____ Your position/title: _____

Reason for Leaving: _____

Name and title of supervisor: _____ May we contact? Yes No

Employer: _____ From: _____ To: _____

Address: _____

Phone: _____ Your position/title: _____

Reason for Leaving: _____

Name and title of supervisor: _____ May we contact? Yes No

REFERENCES

List persons, such as former employers, pastors, supervisors, and instructors, who have first hand knowledge of your professional preparation and competence, and your spiritual maturity. A minimum of three references is requested. *Incomplete/inaccurate reference information (i.e., names, addresses, zip codes, phone numbers, etc.) may make it difficult for your application to be given further consideration.*

Name: _____ Title: _____ School/Company: _____

Address: _____

Work Phone: _____ Home Phone: _____

Years Known: _____ Relationship: _____

Name: _____ Title: _____ School/Company: _____

Address: _____

Work Phone: _____ Home Phone: _____

Years Known: _____ Relationship: _____

Name: _____ Title: _____ School/Company: _____

Address: _____

Work Phone: _____ Home Phone: _____

Years Known: _____ Relationship: _____

PERSONAL HISTORY

Do you have any physical condition or handicap that may limit your ability to perform the job for which you are applying? Yes No

If so, please describe:

Are you willing to submit to a criminal background check? Yes No

Have you ever been charged or convicted with domestic violence or arrested for any crime against a minor (under 17 years of age)? Yes No

If so, please describe:

List all criminal charges that you have had filed against you:

Has your teaching license or certificate ever been revoked? Yes No

List memberships, offices, and honors obtained in:

High School: _____

College: _____

List your hobbies and personal interests: _____

List periodicals you read regularly: _____

RELIGIOUS AND EDUCATIONAL PHILOSOPHY

(You may use a separate sheet of paper for your answers)

Why do you wish to teach at Covenant Academy?

What are the main characteristics that distinguish a Christian school from a public school?

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

What is your philosophy of discipline?

What is your attitude toward physical punishment?

What areas do you feel are your strengths?

What areas do you feel are your weaknesses?

What do you believe about the origin of the earth and mankind?

Briefly describe your philosophy of Christian Education:

Have you had any courses in the Christian Philosophy of Education? Yes No If so, where and when?

If not, would you be willing to take such a course by correspondence or otherwise? Yes No

Have you had other courses giving specific training for Christian Day Schools? Yes No Give details.

List any conferences in which you have participated or seminars that you have led.

Describe how teacher evaluation has been helpful to you.

In what way(s) do you model for your students Christian attitudes toward family, church, social, and authority structures?

Please list the textbooks with which you are familiar for the grade(s) for which you are applying:

List in order of priority what you consider to be the three most important objectives of Christian Education:

1. _____
2. _____
3. _____

In the last year, what have you done to enhance your knowledge in any area that was not required or paid for by any employer, educational institution, or other person?

Why have you chosen education as a career?

What is your motivation in seeking a position in a Christian school?

CHRISTIAN BACKGROUND

Describe your relationship with Jesus Christ. _____

How long have you known Christ as your Lord and Savior? _____

What is your denominational preference? _____

What is your local church affiliation? _____

Pastor's name: _____ May we contact? Yes No

Are you presently a member in good standing? Yes No Years? _____

Are you active in your church? Yes No In what capacity? _____

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

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

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

Describe your routine of personal Bible study and prayer. _____

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

Do you believe the Bible to be the inspired word of God and infallible, our final authority in all matters of faith, conduct, and truth? Yes No

Give your own definition of a Christian:

What was your life like before receiving Christ?

How did you realize you needed Christ?

How did you receive Christ and become a Christian?

How is Christ helping you day by day?

What role, if any, do you expect your relationship with Jesus Christ to play in your teaching style?

ANY INTENTIONAL FALSIFICATION OF ANY PORTION OF THIS APPLICATION WILL BE GROUNDS FOR IMMEDIATE DISMISSAL.

I verify that all of the above information is true and correct. I understand that any intentional falsification of any portion of this application will be grounds for immediate dismissal.

Applicant's signature: _____

Date: _____

STATEMENT OF FAITH

This is the statement of faith of our school. If it is the statement of your basic Christian convictions also, please indicate this by your signature. If at any point you disagree, please state your viewpoint.

1. **We Believe** the Bible to be the inspired, infallible, immutable Word of God (II Timothy 3:15, II Peter 1:21).
2. **We Believe** there is one God, eternally existent in three persons- Father, Son, and Holy Spirit (Genesis 1:1, Matthew 28:19, John 10:30).
3. **We Believe** in the deity of Christ (John 10:33); His virgin birth (Isaiah 7:14; Matthew 1:23; Luke 1:35); His sinless life (Hebrews 4:15; Hebrews 7:26); His miracles (John 2:11); His substitutionary atoning death (I Corinthians 15:3; Ephesians 1:7; Hebrews 2:9) His resurrection (John 11:25; I Corinthians 15:4); His Ascension to the right hand of the Father (Mark 16:19); and His personal return in power and glory (Acts 1:11; Revelation 19:11).
4. **We Believe** in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of the human nature; and that people are justified on the single ground of faith and the shed blood of Christ and that only by God's grace and through faith alone we are saved. Believing in and accepting Christ brings about a vital living personal relationship to every believer (Romans 10:9-13; John 3:16-19; John 5:24; Romans 3:23; Romans 5:8,9; Ephesians 2:8-10; Titus 3:5).
5. **We Believe** in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation (John 5:28,29).
6. **We Believe** in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9; I Corinthians 12:12,13; Galatians 3:26-28).
7. **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; I Corinthians 3:16; I Corinthians 6:19,20; Ephesians 4:30; Ephesians 5:18).

I SUBSCRIBE TO THE ABOVE STATEMENT OF FAITH AND PROMISE THAT WHEN I CAN NO LONGER DO SO, I WILL RESIGN MY POSITION OR WILL CONSIDER MY CONTRACT NULL AND VOID.

Teacher Signature: _____ Date: _____

Covenant Academy

P.O. Box 290046

Kerrville, Texas 78029

830-777-6114

Email: CovenantAcademyofKerrville@gmail.com

www.covenantacademy.org

INSTRUCTIONAL REFERENCE FORM

I, _____ have filed my application for a position at Covenant Academy.

I have asked for assignment in _____ or in _____.

I shall appreciate it very much if you will fill in the blanks below and mail direct to Covenant Academy.
Sincerely,

APPLICANT'S SIGNATURE: _____ **Date:** _____

OFFICIAL CONFIDENTIAL INFORMATION

	SUPERIOR	STRONG	AVERAGE	FAIR	POOR
GENERAL APPEARANCE acceptable, attractive, neat					
PHYSICAL FITNESS free from chronic ailments					
PERSONALITY wholesome, pleasing					
SOCIAL QUALITIES evidence of social maturity					
ETHICS professional relationships					
EMOTIONAL STABILITY self-control, possesses spiritual convictions					
CITIZENSHIP community and personal standing					
VOICE pleasing and modulated					
USE OF ENGLISH acceptable in conversation, writing & speech					
INTELLECTUAL CAPACITY alert, responsive, adequate					
ATTITUDE TOWARD CHILDREN recognizes the needs of children					
ADEQUACY OF PROFESSIONAL TRAINING evidence of being up to date professionally					
PUNCTUALITY prepared and ready for class well ahead of time					
SUCCESS AS AN INSTRUCTOR works to capacity with maximum results					
GENERAL RATING					

How long have you known the applicant? _____

In what capacity? _____

Has this applicant demonstrated a real commitment to Christian living both on and off campus? _____ Is he/she a good role model for students? _____

List principal character and personality strengths.

Are there character or personality weaknesses that diminish this applicant's effectiveness as a role model?

Are there family factors that might help or hinder the applicant's success at this school?

Have you noted depth of convictions as demonstrated by honesty, fairness, respect for authority, diligence, compassion, tact, and other Christian virtues?

Do you consider the applicant a self-starter, willing to do extra tasks if needed?

EMPLOYER

How would you rank this person as compared to others you have supervised?

Top 5% Next 20% Middle 50% Low 25%

Would you hire the above applicant as an employee? Yes No

COMMENTS: _____

SIGNATURE OF REFERENCE: _____ NAME OF REFERENCE: _____

TITLE OR POSITION: _____ ORGANIZATION: _____

ADDRESS: _____ CITY, STATE _____ ZIP _____

PHONE: _____

Staff Covenant

I believe that a call to serve on the staff of Covenant Academy, is a call from God, and as such should not be accepted lightly or thoughtlessly, but earnestly and prayerfully, and that this position carries with it authority, responsibility and privileges. Thus to help develop and maintain the highest possible standards of administrative and teaching efficiency, I cheerfully and wholeheartedly subscribe to and enter into the following covenant:

1. I believe in the Lord Jesus Christ and have received Him as my personal Savior, and desire Him to be the Lord of my Life.
2. Realizing my responsibility both to God and to the students, I pledge myself to a disciplined devotional life, seeking time daily for prayer and Bible study. I also pledge myself to holy living, maintaining a consistent Christian testimony, avoiding all appearance of evil, praying for those qualities of chastity and virtue which will make my life the best possible influence upon those I lead and which magnify the Lord.
3. As a Christian leader, I will seek every opportunity, in partnership with the family, to lead each unsaved student to Christ and to help those who are saved to grow in grace and understanding of God's Word and Will. I will diligently lead the students by word and example to Godly use and stewardship of time, talent and treasure.
4. Realizing my responsibility, and the witness and example I am to my students, their parents, and my fellow workers, I will be regular in attendance at a Christ centered, biblically founded church. If for any reason my attendance becomes irregular, or I anticipate changing my membership or attendance to another church, I will bring this to the attention of the school administrator. I realize that my contract is dependent in part on my commitment to a local church.
5. Earnestly seeking that God may guide, bless and use me in the work of the school, I subscribe to the above standards and to the school's Statement of Faith, trusting in His grace for their fulfillment.

If you agree with the statements above, please sign below. If you do not agree on every point, please state your differences at the bottom of this page, or with an attachment.

Date

Signature