



MAUI CHRISTIAN ACADEMY

519 BALDWIN AVENUE

PAIA, HI 96779

808.579-9237 FAX: 808.579-9449

Email: cjmoore@mauichristian.org

INITIAL TEACHER APPLICATION

Your interest in Maui Christian Academy is appreciated. We invite you to 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 notify you and request further information. We will also contact your references. If we have continued interest in your candidacy, we will send you some follow up questions and arrange for a personal interview.

We realize that the key to a successful Christian school is its staff. We are seeking applicants that are professionally qualified, who really love children, and who, by the pattern of their lives, are Christian role models. Luke 6:40.

We look forward to receiving your initial application. Thank you for your interest in the ministry of our school. It is our prayer that God will fulfill His perfect will in the lives of all applicants.

A. Applicant's Name and Address

Full Name:

Application date:

Date Available:

Cell Phone:

Email:

Mailing Address:

City:

State:

ZIP:

Length of time at this address:

Permanent address if different than above:

City:

State:

ZIP:

B. Marital Status

☐ Married ☐ Single ☐ Engaged ☐ Divorced ☐ Separated ☐ Widow(er)

1. If divorced, separated, or remarried, please explain:

2. Spouse's name:

3. Spouse's Occupation:

4. Years married:

5. Names of children and ages:

C. Position Desired

1. Select the type of position you are applying for: ☐ Full-time ☐ Part-time ☐ Substitute

2. Please list your grade level preference:

3. How did you learn about the position for which you are applying?
4. Are you a U.S. citizen?
5. If you are not a U.S. citizen, what kind of documentation can you submit to verify your legal right to work in the U.S.?
6. Please list activities or sports that you would be capable and willing to direct, sponsor, or coach. Indicate grade or ability levels.
7. What would you like to be doing five years from now?

D. Christian Background

1. Attach your personal Christian testimony explaining how and when you came to faith in Jesus Christ. Include how you are growing in the Lord now.
2. After carefully reading our Statement of Faith, indicate your degree of support:
 - ☐ I fully support the Statement of Faith as written without any mental reservation.
 - ☐ I support the Statement of Faith as written except for the area(s) listed and explained in a separate document.
 - ☐ I do not support the Statement of Faith
3. 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?
4. Do you have a denominational preference?
5. What is your local church affiliation?
6. How long have you been attending this church?
7. If your church has membership, are you presently a member in good standing?

8. If yes, how many years?
9. In what church activities are you involved and with what degree of regularity?
10. What other Christian service have you done since becoming a Christian?
11. Are you capable of teaching a Bible class?
12. If yes, what would be your subject preferences?
13. To what extent do you believe you should become involved in Sunday and other weekday ministries of the church of which you are a member?
14. Describe your routine of personal Bible study and prayer?
15. What books/articles have you read recently that have helped you spiritually?
16. What is your attitude toward working with those of other races and those of other denominational beliefs?

E. Professional Qualifications

1. Attach photocopies of all your college transcripts. Should you be offered a position, official copies of your transcripts must be provided to the school for inclusion in your personnel file.
2. List your degrees below:
DEGREE DATE RECEIVED (m/d/yy) COLLEGE/UNIVERSITY/CITY/STATE
3. What was your Major(s)?
4. What was your Minor(s)?

5. What was your cumulative grade point average?
6. Total semester hours **after** date of bachelor's degree:
7. Sequentially list your teaching experience with most recent place first. Include the following for each:
School's name, City, State, Grades/Subjects, month/year to month/year.

SCHOOL	CITY/STATE	GRADES/SUBJECTS	M/Y to M/Y
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8. Teaching experience at Christian school(s): (full years) Public Schools
9. Total Number of FULL years of teaching experience:
10. List any other educational advantages that you have had including opportunities for travel.
11. List any books you have read recently that have helped you to grow professionally.
12. Do you have an ACSI teaching certificate? If yes, attach copy.
13. Do you have a state teaching certificate? If yes, attach copy.
14. Have you had any courses in the Christian Philosophy of Education?
15. If yes, where and when?
16. If not, would you be willing to take such a course?
17. Attach a typed copy of your personal Christian Philosophy of Education and how you would implement it in the classroom.
18. Describe how teacher evaluation has been helpful to you.
19. Are you under contract for the ensuing year?

E. Personal Philosophy

In one or two brief paragraphs, answer each of the seven questions below.

1. Why do you wish to teach in a Christian school?
2. What are the main characteristics that distinguish a Christian school from a public school?
3. What do you consider to be a good classroom atmosphere for learning?
4. What is your philosophy of discipline?
5. What is your attitude toward physical punishment?
6. What do you believe about the origin of the earth and humankind?
7. Please summarize any additional information that you would like to present regarding your candidacy for this position.

F. References

1. Personal References

Give three references who are qualified to speak of your spiritual experience and Christian service. List your current pastor first. Do NOT list family members or relatives.

NAME/POSITION/ORGANIZATION	ADDRESS	PHONE/EMAIL
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2. Professional References

Give three references who are qualified to speak of your professional training and/or experience.

NAME/POSITION/ORGANIZATION	ADDRESS	PHONE/EMAIL
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Applicant's Certification and Agreement

I understand that **Maui Christian Academy** does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or qualified disability.

I hereby certify that the facts set forth in this application process are true and complete to the best of my knowledge. I understand that falsification of any statement or 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 and agree that I will be paid and receive benefits only through the day of release.

I authorize **Maui Christian Academy** to interview thoroughly the primary references, which I have listed, any secondary references mentioned through interviews with primary references, or other individuals who know me and have knowledge regarding my testimony and work record. I also authorize the school to investigate thoroughly my work records and evaluations, my educational preparation, and other matters related to my suitability for the position.

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 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 the school.

Since I will be working with children, I understand that I must submit to a fingerprint check by the FBI and possibly other federal and state authorities. I agree to fully cooperate in providing and recording as many sets of my fingerprints as are necessary for such an investigation. I authorize the school to conduct a criminal records check. I understand and agree that any offer of employment that I may receive from the school is conditioned upon the receipt of background information, including criminal background information. The school may refuse employment or terminate conditional employment if the school deems any background information unfavorable or that it could reflect adversely on the school or on me as a Christian role model.

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's Name

Date

Applicant's Signature

MAUI CHRISTIAN ACADEMY

519 Baldwin Avenue

Pa'ia, HI 96779

(808) 579-9237

Authorization to Release Reference Information

I have made application for a position as a teacher with Maui Christian Academy. I have authorized the school to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals that know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and all 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 Maui Christian 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 Maui Christian Academy.

I agree that a photocopy or facsimile copy of this document and any signature shall be considered for all purposes as the original signed release on file.

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

Applicant's Name

Date

Applicant's Signature

OPTIONS TO SEND YOUR APPLICATION

1. EMAIL

- a. SAVE the document as: Application-your name
- b. Email to cjmoore@mauichristian.org
- c. Mail/FAX pages that REQUIRE your signature

2. FAX your application to 808.579.9449

3. MAIL your application to:

Maui Christian Academy
519 Baldwin Avenue
Paia, HI 96779

Attach the following documents along with your application.

- Your handwritten personal Christian testimony
- Your personal Philosophy of Christian Education
- Photocopies of all your college transcripts
- Photocopies of your teaching certificate(s)
- Applicant's signed *Certification and Agreement* form
- Signed *Authorization to Release Reference Information* form