



Dear Prospective Teacher:

We appreciate your time and interest in Berean Christian Academy. In respect of your time and ours, allow us to share criteria that the BCA School Board of Directors and we believe to be essential in considering candidates. BCA has as a constant requirement “Academic Excellence in a Christ-Centered Environment”.

Therefore, these qualifications have been required by the Board of Directors and administration of BCA for all teachers.

1. Have made a personal commitment to the Lord and are able to relate their Christian testimony
2. Be committed to serving God in a Christian school teaching system as the position is considered a ministry and not just that of a job
3. Be a strong Christian model for students to follow
4. Be able to effectively merge the qualities of love, discipline, and consistency in the classroom
5. Be highly effective in the area of classroom management
6. Have the willingness and ability to see themselves as part of a total team effort as they work with administration and staff
7. Be honest, reliable, responsible, and have a sense of integrity
8. Be willing to give time in extracurricular activities and other areas outside of the classroom
9. Be professionally competent in the teaching area to which application is made
10. Willingness to commit to a minimum of two years of service

If you feel you meet the previously stated criteria, we urge you to complete and return the enclosed teacher application as soon as possible. We will be in touch with you if you are a finalist for one of our positions.

In His Service,

Jennifer Shivel
BCA Principal
bcapostfalls@gmail.com

Please attach recent photo of yourself

Berean Christian Academy
2289 W. Seltice Way
Post Falls, ID 83854
Phone: (208) 981-0504 email:bcapostfalls@gmail.com

APPLICATION FOR TEACHING POSITION

Berean Christian Academy is committed to a policy of non-discrimination on the basis of ethnic origin or sex in its hiring policies. Our school welcomes application from all individuals who have placed their faith in Jesus Christ as Lord and Savior.

Personal information Date: _____

Name _____
 Last First Middle

Social Security# _____ Phone (day) _____ (eve) _____

Present address _____ How long? _____

Previous address _____ How long? _____

Date of birth _____ Place of birth _____

Marital status: Married _____ Single _____ Separated _____ Widow _____ Widower _____

Divorced _____

Number of children _____

Have you ever been convicted of any offense involving dishonesty, breach of trust, stealing, any type of moral impropriety, or any type of felony? If yes, please explain.

Have you ever been charged in civil or criminal proceedings with improprieties regarding children? _____

Employment Desired

Position applying for _____

Date you can start _____ Salary desired _____

Present employer _____ May we contact your present employer? _____

If yes, person to contact & phone # _____

EDUCATION

Give names of all schools (beyond high school) where you have pursued a course of instruction completed or not, most recent first.

_____ from 20 ____ to 20 ____
Name of school State

_____ from 19 ____ to 19 ____
Name of school State

_____ from 19 ____ to 19 ____
Name of school State

_____ from 19 ____ to 19 ____
Name of school State

_____ from 19 ____ to 19 ____
Name of school State

List of degrees you hold

_____ Degree course of study Year earned

_____ Degree course of study Year earned

_____ Degree course of study Year earned

List teaching certificate/credentials/licenses you hold

_____ State / date Grade / subject / area Expiration date

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_____ State / date Grade / subject / area Expiration date

Check the areas you can competently teach

_____ Choir _____ Music _____ Band _____ Chapel _____ P.E. _____ Health

_____ Typing _____ Art _____ Computer Science _____ Student Council _____ Yearbook

_____ Foreign Language (list) _____

_____ Sports (list) _____

Former Employers

(List below your last three employers)

Date month & year	Name, address of employer	Salary	Position	Reason for leaving
From _____				
To _____				
From _____				
To _____				
From _____				
To _____				

Have you ever been dismissed, resigned to avoid being dismissed, or been asked to resign from a position? _____

References

Name	Phone	Position	Years known
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Health ___ excellent ___ good ___ fair

Do you have any physical handicaps which would require special attention: _____

If yes, please explain _____

BCA STATEMENT OF FAITH

- We Believe in the inerrancy of Scripture, that the Bible, Old and New Testaments are the inspired Word of God.
- We Believe that God is eternally existent in three separate persons: Father, Son, and Holy Spirit.
- We Believe that God the Father is the personal, transcendent and sovereign Creator of all things.
- We Believe that Jesus Christ is fully God and fully human, that He was born of a virgin, lived a sinless life, provided for the atonement of our sins by His vicarious death on the cross, was bodily resurrected by the power of the Holy Spirit, ascended back to the right hand of the Father, and ever lives to make intercession for us.
- We Believe that all people are by nature separated from God and are responsible for their own sin, but that salvation, redemption and forgiveness are freely offered to all by the grace of our Lord Jesus Christ. When a person repents of sin and accepts Jesus Christ as personal Savior and Lord, trusting Him to save, that person is

REFERENCE

Principal _____

Pastor _____

Employer _____

To the applicant: Please print your name and address on the lines below and give this reference to your principal, pastor, or employer who is qualified to give a reference for you.

Date _____

Applicant's name _____

Street _____

City _____ State _____ Zip _____ Phone _____

I willingly waive my right of access to see this recommendation, knowing that this waiver is NOT required as a condition for employment.

Applicant's signature _____

1. How long have you known the applicant? _____

2. Are you related to the applicant? Yes _____ No _____

3. Has he/she had any serious emotional problems? _____

4. Are the applicant's habits and activities distinctively Christ-honoring? _____

5. Is the applicant's lifestyle uncompromising and separated from worldliness? _____

6. State your opinion of the applicant's integrity. _____

7. Has the applicant been active in any Christian service work? Yes _____ No _____
If yes, briefly explain the type of service. _____

8. Do you know of any doctrinal views which might conflict with anything you understand to be the Evangelical Biblical position? _____

9. To your knowledge, has the applicant ever been in a penal institution? _____
or been convicted of a legal offense other than a traffic violation? _____

10. Give a brief summary of your evaluation of this individual, explaining any particular weaknesses and strengths.

PERSONALITY TRAITS

Please circle terms which best applies.

1. Spiritual life & growth: small evidence average spirituality growth & separated living deeply spiritual
2. Purposefulness: vacillates in purpose potentially purposeful self-directed well-formed purpose
3. Initiative: requires some direction average initiative good initiative anticipates needs
4. Responsibility: shows some dependability usually reliable thoroughly dependable highly responsible
5. Industry: needs encouraging performs assigned tasks very cooperative seeks additional work
6. Influence on others: passive/no positive influence varying influence consistently good unusually wholesome
7. Acceptance by others: tolerated by others liked by others well-liked by others sought after by others
8. Leadership: tries, but lacks skills occasional leadership good leadership inspiring/successful leader
9. Emotional qualities:
 excitable/unresponsive usually well balance consistently well balanced unusual emotional stability

Relationship to applicant _____ Address _____

I recommend _____ I do not recommend _____ this applicant for a teaching position in your Christian school.

I recommend this applicant, with the following reservation, for a teaching position in your Christian school:

Signature _____ Date _____

Mail to: Berean Christian Academy 2289 West Seltice Way Post Falls, Idaho 83854 Phone: (208) 981-0504

DECLARATION of ETHICAL and MORAL INTEGRITY

As an applicant for employment at Berean Christian Academy and its ministry

I, (*print name*) _____ ,

recognize, understand and agree to live by the moral and ethical standards of the school. I further declare that with regard to my personal moral and ethical character and conduct as of this date, I am not, nor have I been in the past engaged in inappropriate conduct toward a minor, nor do I have inclinations toward such conduct. Inappropriate conduct included the following: homosexuality, verbal, physical or sexual abuse as defined by Scripture and state law. I do declare that the above statement is factual and true. By affixing my signature, I declare that I meet the moral and ethical standards of Berean Christian Academy as stated on the reverse side.

The following general principles and specific guidelines apply to all BCA employees during school and school related activities. All clothing must be modest, neat, clean, and in good repair. Clothing must not be revealing or tight but should be appropriate and sensible for a Christian school setting. Extremes in all areas of appearance are to be avoided. Please refer to the faculty handbook for specifics.

Applicant's signature

Date

Administrator's signature after discussion with applicant

Date

MORAL AND ETHICAL STANDARDS OF BCA

PERSONAL LIFE

Because spiritual truths are spiritually discerned, only volunteers or teachers who have accepted Jesus Christ as their Savior and Lord can mentor in a manner pleasing to God. Consequently, only a Christian school with born again volunteers or teachers can give a child the education God expects in keeping with His instruction in Proverbs 22:6, "Train up a child in the way he should go; and when he is old, he will not depart from it."

STANDARDS OF CONDUCT

James 3:1 states that teachers will be judged by a higher standard. Thus, mentors must assume a greater degree of accountability. They should never allow their Christian liberty to be a stumbling block to others, but rather, glorify God in all they do. They are called upon to separate themselves from questionable amusements, habits, attitudes, and practices which are not consistent with Christ-like living and would render themselves unfit for the position of influence they hold.

The volunteer or teacher will manifest by precept and example the highest Christian virtue and personal decorum, serving as a role model (I Timothy 4:12) both in and out of school to pupils (Luke 6:40), and as an example to parents and fellow faculty members in judgment, respect, and Christian living. This includes, but is not limited to, the refraining from such activities as the use of alcohol, tobacco, illicit drugs, and the use of vulgar and profane language. (Colossians 3:17, Titus 2:7-8, I Thessalonians 2:10, 5:18, 22; James 3:17-18.)

The volunteer or teacher agrees that the Scripture dictates standards of sexual behavior. Any promiscuity, homosexuality, or other deviant sexual behavior is forbidden and as such violates the requirement of being a role model. The unique roles of males and females are clearly defined in Scripture. Such deviation from Scriptural standards is grounds for termination. (Romans 12:1-2, I Corinthians 6:9-20, Ephesians 4:1-11 and 5:3-5, I Thessalonians 4:3-8, I Timothy 4:12, II Timothy 2:19-22, I Peter 1:15-16, I John 2:1-3.)

Any form of harassment, including sexual harassment, is prohibited. Sexual harassment includes:

1. Unwanted sexual advances
2. Offering employment benefits in exchange for sexual favors
3. Making or threatening reprisals after a negative response to sexual advances
4. Visual conduct: leering, making sexual gestures, displaying sexually suggestive objects or pictures, cartoons, or posters
5. Verbal conduct: making or using derogatory comments, epithets, slurs, and jokes
6. Verbal sexual advances or propositions
7. Verbal abuse of a sexual nature: graphic verbal commentaries about an individual's body, sexually degrading words used to describe an individual, suggestive or obscene letter, notes or invitations.
8. Physical conduct: touching, assault, impeding, or blocking movement.

Any incident of possible harassment should be brought immediately to the attention of the administrator or to the BCA Board of Directors who will thoroughly investigate the matter in confidence. After reviewing all the facts, Berean Christian Academy will make a determination concerning whether reasonable grounds exist to believe that harassment has occurred. Disciplinary action, up to and including discharge, will be taken against any employee or volunteer who is found to have engaged in harassment.