



COVENANT CHRISTIAN ACADEMY

Employee Application

Thank you for your interest in working at Covenant Christian Academy, a vibrant classical and Christ-centered school in Harrisburg. Strong leadership from our faculty and administration is essential to our school's success. We seek teachers who are committed to Jesus Christ, who love children, who are called and gifted educators, and who appreciate the classical liberal arts tradition, and we seek administrative and support staff who can joyfully join in our mission.

We look forward to receiving your application. We will contact you to arrange a personal interview if it appears you are a good candidate for one of our openings.

I. PERSONAL INFORMATION

Your full legal name: _____

Name you go by (if different): _____

Address _____

Telephone (home) _____ (Cell) _____

Email _____ Social Security # _____

US Citizen (Y or N) _____

Marital status: (Check one) Married _____ Single _____ Divorced _____ Separated _____
Widow _____ Widower _____

If married, spouse's name: _____

Spouse's occupation: _____

Children names and ages _____

Position desired (include grade level, subject area) _____

If Secondary, (6th–12th), list in order the subjects you are qualified to teach:

Date you could begin _____

Certifications held (subject and State): _____

Is there any reason(s) known to you why you could not consistently and promptly meet the job duties for which you are applying? Y ___ N ___ If yes, how might we accommodate you?

Have you ever been arrested or convicted for any criminal act? _____ If so, please explain on a separate sheet of paper.

II. CHRISTIAN BACKGROUND / TRAINING

Name and address of your Church _____

Name of pastor _____

What Church activities are you involved in? _____

Have you read the entire Bible? _____ If not, why not? _____

Please describe any formal training you have received in the Scriptures (Bible classes, correspondence, Navigators, etc.) or in Christian education coursework? _____

III. PROFESSIONAL QUALIFICATIONS

What degree(s) do you hold:

Bachelor's _____ Major _____ Minor _____
Master's _____ Major _____
Doctorate _____ Field _____

List the institutions from which you have received degrees with relevant dates and GPA:

High School _____
Bachelor's _____
Master's _____
Doctorate _____

List institutions attended, but no degree received (include dates attended):

Teaching Experience (Please continue on back if needed):

Name of Institution	Location	Dates	Position
_____	_____	_____	_____
_____	_____	_____	_____

Other Employment Experience (Please continue on back if needed):

Employer & Address	Type of Work	Dates	Supervisor
_____	_____	_____	_____
_____	_____	_____	_____

Do you have a teaching certificate? ____ If yes, please indicate issuing authority and expiration date:

Have you ever been: **Dismissed or asked to resign from employment? Arrested or convicted for any criminal act with or against a child? Had your certification suspended or revoked?**

(If yes, please give details on a separate sheet of paper)

IV. PERSONAL EDUCATION AND INTERESTS

Please describe any non-teaching experiences or training you have had that you believe would enhance your influence at Covenant Christian Academy: _____

Please list your hobbies, interests, and clubs: _____

Please briefly describe any travel and/or life experiences that serve to enrich your teaching:

Personal Goals: Where do you hope/plan to be in five years, Lord willing?

Are you particularly interested, gifted or qualified in (check all that apply):

Art Foreign Language Music (vocal) Music (instrumental)
 Physical Education/Coaching Other Please explain: _____

V. FAITH AND PHILOSOPHY RESPONSES: (Please type your answers to the following questions)

1. Express why you wish to work at Covenant Christian Academy and explain what you believe would be your biggest contribution to our community.
2. Explain what it means to be a Christian and describe your personal faith in Jesus Christ.
3. Explain your understanding of the character of Scripture and its relevance to a classical Christian education.
4. List the books you have read in the past six months. Explain which one had the biggest impact on you.

Please note: Teachers who are invited to interview will be asked to express their thoughts on *An Introduction to Classical Education: A Guide for Parents* by Christopher Perrin. In addition, you should carefully read our statement of faith, core values, and mission, which all employees are required to subscribe to on a yearly basis.

(PDF's of both of these are available on the "Employment Opportunities" page at our website).

REFERENCES:

Please list individuals we may contact who can attest to your professional qualifications, personal character, and work ethic.

Professional and/or Educational References (include at least one direct supervisor):

- 1. _____
- 2. _____
- 3. _____

Pastoral Reference: _____

Personal References:

- 1. _____
- 2. _____

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not nor is it intended to be a contract of employment.

In the event of employment, I understand that false or misleading information or any material misrepresentation given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations and proper conduct of Covenant Christian Academy.

Signature: _____ Date: _____

Mail complete application to: Covenant Christian Academy
1982 Locust Lane
Harrisburg, PA 17109
