



**COVENANT**  
CHRISTIAN ACADEMY

## Substitute Teacher and Support Staff Application

Thank you for your interest in working at Covenant Christian Academy, a classical and Christ-centered school in Harrisburg, Pennsylvania. 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, who appreciate the classical liberal arts tradition, and 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 \_\_\_\_\_

Positions you are interested in substituting for (include grade level, subject area) \_\_\_\_\_

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? Yes  No  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? \_\_\_\_\_

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

Explain what it means to be a Christian and describe your personal faith in Jesus Christ. (Please type out answer on separate sheet of paper).

Are you in agreement with Covenant's Statement of Faith? (See end of application. Please explain any reservations on a separate sheet of paper).

Yes  No

## III. PROFESSIONAL QUALIFICATIONS

What degree(s) do you hold:

Bachelor's \_\_\_\_\_ Major \_\_\_\_\_ Minor \_\_\_\_\_  
 Master's \_\_\_\_\_ Major \_\_\_\_\_

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

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? **Yes**  **No**  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?**

**Yes**  **No**  (If yes, please give details on a separate sheet of paper)

**IV. REFERENCES:**

Please list individuals we may contact who can attest to your professional qualifications, work ethic, and personal character. Please do not list family members or relatives. One reference must be a pastor or elder from your church and one must be from a work supervisor.

1. \_\_\_\_\_  
 Name and Relationship Phone Email

2. \_\_\_\_\_  
 Name and Relationship Phone Email

3. \_\_\_\_\_  
 Name and Relationship Phone Email

I grant Covenant permission to contact my references? Yes  No

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 authorize Covenant to interview the references listed, as well as other individuals who know me and have knowledge of my character or work record. I understand that this application is not nor is it intended to be a contract of employment.

I authorize my former employers and references to disclose to Covenant 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. I also release the school, my former employers, all other 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 personally view any references given to the school.

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

## Statement of Faith

- a) We believe the Bible is the Word of God, verbally inspired and inerrant and the supreme and final authority in faith and in life.
- b) We believe that there is one God, eternally existent in three Persons: Father, Son and Holy Spirit. He is omnipotent, omniscient and omnipresent.
- c) We believe that God is the creator of all things, visible and invisible. We believe that God created mankind as male and female, and that these two distinct and complementary sexes together reflect the image and nature of God. Rejection of the gender that corresponds to one's biological sex is a rejection of God's authority over creation.
- d) We believe 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.
- e) We believe that, for the salvation of lost and sinful men, regeneration by the Holy Spirit is absolutely necessary.
- f) We believe that salvation is by grace through faith alone, that faith without works is dead, and through the present ministry of the Holy Spirit, the Christian is enabled to live a godly life. In pursuit of a godly life, we believe that Christians are called to flee from ungodly and sexually immoral behavior (which includes all forms of sexual activity – whether heterosexual, homosexual, or anything else – outside of a marriage between one man and one woman).
- g) We believe in the resurrection of both the saved and the lost; they that are saved to the resurrection of life and they that are lost to the resurrection of damnation.
- h) We believe in the spiritual unity of all believers in our Lord Jesus Christ.

## Mission Statement

The Mission of Covenant Christian Academy is to provide students with a classical education that:

- Imparts an excellent academic foundation and a love for learning;
- Trains them to see and submit to the Lordship of Christ in every sphere of life;
- Prepares them to effectively serve God and thoughtfully engage the world with a distinctly Christian worldview.

## Core Values

In the pursuit of our mission, we hold to the following core values:

1. We embrace historic Christianity as represented in the tradition of the Protestant Reformation with the major tenets of
  - a. *Sola Scriptura*: We reaffirm the inerrant Scripture to be the sole source of written divine revelation, which alone can bind the conscience. The Bible alone teaches all that is necessary for our salvation from sin and is the standard by which all Christian behavior must be measured.<sup>1</sup>
  - b. *Solus Christus*: We reaffirm that our salvation is accomplished by the mediatorial work of the historical Christ alone. His sinless life and substitutionary atonement alone are sufficient for our justification and reconciliation to the Father.
  - c. *Sola Gratia*: We reaffirm that in salvation we are rescued from God's wrath by his grace alone. It is the supernatural work of the Holy Spirit that brings us to Christ by releasing us from our bondage to sin and raising us from spiritual death to spiritual life.
  - d. *Sola Fide*: We reaffirm that justification is by grace alone through faith alone because of Christ alone. In justification Christ's righteousness is imputed to us as the only possible satisfaction of God's perfect justice.
  - e. *Soli Deo Gloria*: We reaffirm that because salvation is of God and has been accomplished by God, it is for God's glory and that we must glorify him always. We must live our entire lives before the face of God, under the authority of God and for his glory alone.
2. While we hold to a distinctly Reformed doctrinal tradition as expressed in our bylaws, we welcome and respect other Christian perspectives into the school community provided they are consistent with our community Statement of Faith.
3. The responsibility to train and educate children belongs to parents. Covenant serves "in loco parentis" to assist parents in fulfilling this biblical charge.
4. A home life that embodies biblical principles and lifelong learning provides a strong foundation for a Covenant education. Active parental involvement, in age-appropriate ways, is important to a child's education. Parents are welcome in the classroom and are encouraged to participate in the overall life of the school.
5. In our common pursuit of lives that please God and honor one another, we value mutual respect, edifying speech, humble behavior, gentlemanly conduct, modest appearance, and biblical conflict resolution. Seeking to make the best use of our time, we hold high expectations for the conduct and behavior of the entire school community -- students, parents, faculty and staff -- as we challenge one another to live out biblical teaching in our speech and conduct, both in person and online.
6. A warm and well-ordered atmosphere facilitates the education of our students. We continually strive for an environment that is joyful, peaceful and disciplined.
7. Gifted teachers with a passion for learning and a love for students are essential. They must model careful thinking while evaluating ideas and philosophies, both historical and contemporary, in light of God's word. Our teachers should cultivate wisdom in our students while building a solid academic foundation.

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<sup>1</sup> These five tenets are drawn from *The Cambridge Declaration of the Alliance of Confessing Evangelicals* which can be accessed at [www.alliancenet.org/cambridge-declaration](http://www.alliancenet.org/cambridge-declaration)