



## Employment Application

*We realize that the key to a successful Christian school is its staff. We are seeking applicants who are professionally qualified, who really love children, and who, by the pattern of their lives, are Christian role models. "A student is not above his teacher, but everyone who is fully trained will be like his teacher". Luke 6:40*

*Montgomery Christian Academy is an equal opportunity employer. All employment decisions will be made without regard to race, color, sex, national origin, age disability or veteran status. However, within its capacity as a non - profit religious organization, the Academy reserves the right to carefully and fully explore the religious values, faith, and convictions (including personal conduct) of applicants and employees in order to employ those individuals who support, advance and live in a manner consistent with the Academy's doctrinal statement and Biblical position.*

*We invite you to complete this application and return it to our school office. If an opening occurs for which you may qualify, we will notify you to set up a personal interview. 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:

Application Date: \_\_\_\_\_ Date Available: \_\_\_\_\_

Full Name: \_\_\_\_\_

Present Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Best Time to Call: \_\_\_\_\_

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Montgomery Christian Academy  
Employment Application

12681 FM 149 - Montgomery, TX 77316

Phone: (936) 622-4598

[www.montgomerychristianacademy.com](http://www.montgomerychristianacademy.com)



**B. Position Desired:**

Please indicated your choice in parentheses. If more than one applies, number them in order of preference. Then, to the right indicated the grades or subjects in order of preference

(    ) Pre K

(    ) Kindergarten

(    ) Grades 1-6

(    ) Grade 7 & 8

(    ) Substitute

(    ) Coach

(    ) Staff

(    ) Full Time    (    ) Part Time

**Extracurricular Activities:**

Please list activities or sports which you would be capable of and willing to direct, sponsor, advise, or coach. Indicate grade or ability levels and qualifications.

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### C. Professional Qualifications:

**Should you be offered an interview, unofficial copies of your transcript must be provided to MCA for review.**

#### **Formal Training:**

Degree: \_\_\_\_\_ Date Received: \_\_\_\_\_

Institution: \_\_\_\_\_

Major(s): \_\_\_\_\_

Minor(s): \_\_\_\_\_

Graduate Degree(s), if any: \_\_\_\_\_

Honors / Awards: \_\_\_\_\_

#### **Teaching Credentials**

Do you have a state teaching certificate or are you eligible for one?

If applying for a teaching position, please attach photocopies of any certificates held.

State: \_\_\_\_\_

Type: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

#### **Christian School Preparation:**

Have you had any courses in the Christian Philosophy of Education? If so, where and when?

\_\_\_\_\_



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D. Employment History:

Please start with your current or most recent employer and works backwards for the past ten years. If necessary, you may make copies of this page.

1. Employer: \_\_\_\_\_

Position: \_\_\_\_\_ Dates of Employment: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor's Name and Phone Number: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

2. Employer: \_\_\_\_\_

Position: \_\_\_\_\_ Dates of Employment: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor's Name and Phone Number: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

3. Employer: \_\_\_\_\_

Position: \_\_\_\_\_ Dates of Employment: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor's Name and Phone Number: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_



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Give three references that are qualified to speak of your character, spiritual faith and commitment, and Christian service. **List your current pastor first.**

1. Name: \_\_\_\_\_

Complete Address: \_\_\_\_\_

\_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Position: \_\_\_\_\_

2. Name: \_\_\_\_\_

Complete Address: \_\_\_\_\_

\_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Position: \_\_\_\_\_

3. Name: \_\_\_\_\_

Complete Address: \_\_\_\_\_

\_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Position: \_\_\_\_\_



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## All Applicants

### Computer/Technical Skills

Please check the box indicating your ability level for each of the following:

<b>General</b>	<b>1 No Knowledge</b>	<b>2 Basic Knowledge</b>	<b>3 Personally Proficient</b>	<b>4 Proficient, able to train others</b>
Mac				
Windows				
Internet				
MS Outlook				
MS Word				
MS Excel				
MS Powerpoint				
MS Publisher				
MS Access				

<b>Course Management Systems</b>	<b>1 No Knowledge</b>	<b>2 Basic Knowledge</b>	<b>3 Personally Proficient</b>	<b>4 Proficient, able to train others</b>
Online Grades				
Online Assignments				
Course Webpage Management				
Renweb - FACTS				
Renweb LMS - FACTS				



Explain ways that you have used computer technology to enrich a unit of teaching or daily lesson:

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G. Christian Background: In you own handwriting, on a separate piece of paper, briefly describe your personal Christian faith.

Bible Do you believe the Bible to be the ONLY inspired and infallible Word of God, our final authority in all matter of faith, truth, and conduct?  
( ) Yes. ( ) No

Signature: \_\_\_\_\_

Statement Of Faith Please carefully read our Statement of Faith found within this application and indicate your degree of support:

( ) I fully support the Statement as written without mental reservations.

Signature: \_\_\_\_\_

( ) I support the Statement except for the area(s) listed and explained on a separate paper. The exceptions represent either disagreement or items for which I have not formed and opinion or conviction.

Signature: \_\_\_\_\_

Church  
Affiliation      Denominational Preference: \_\_\_\_\_  
  
What is your local church affiliation? \_\_\_\_\_  
  
How long have you attended? \_\_\_\_\_

I. Personal Philosophy:

In a separate document, succinctly answer the following.

1. Briefly describe your personal Christian faith.
2. Briefly state your philosophy of education.
3. What does it mean to teach a Christian Worldview?
4. Explain the reason you believe God is leading you to teach in a Christian school and to Montgomery Christian Academy in particular.





## Statement of Faith

### **ABOUT GOD**

God is the Creator and Ruler of the Universe. He has eternally existed in three persons: the Father, the Son and the Holy Spirit. These three are co-equal and are one God.

*Genesis 1:1,26,27; 3:22; Psalm 90:2; Matthew 28:19; 1 Peter 1:2; 2 Corinthians 13:14*

### **ABOUT MAN**

Man is made in the spiritual image of God, to be like Him in character. He is the supreme object of God's creation. Although man has tremendous potential for good, he is marred by an attitude of disobedience toward God called "sin." This attitude separates man from God. *Genesis 1:27; Psalm 8:3-6; Isaiah 53:6a;*

*Romans 3:23; Isaiah 59:1,2*

### **ABOUT ETERNITY**

Man was created to exist forever. He will either exist eternally separated from God by sin, or in union with God through forgiveness and salvation. To be eternally separated from God is Hell. To be eternally in union with Him is eternal life. Heaven and Hell are places of eternal existence.

*John 3:16; John 2:25; John 5:11-13; Romans 6:23; Revelation 20:15; 1 John 5:11-12;*

*Matthew*

*25:31-46*

### **ABOUT JESUS CHRIST**

Jesus Christ is the Son of God. He is co-equal with the Father. Jesus lived a sinless human life and offered Himself as the perfect sacrifice for the sins of all men by dying on a cross. He arose from the dead after three days to demonstrate His power over sin and death. He ascended to Heaven's glory and will return again to earth to reign as King of kings, and Lord of lords.

*Matthew 1:22,23; Isaiah 9:6; John 1:1-5, 14:10-30; Hebrews 4:14,15; 1 Corinthians 15:3,4; Romans 1:3,4; Acts 1:9-11; 1 Timothy 6:14,15; Titus 2:13*

### **ABOUT SALVATION**

Salvation is a gift from God to man. Man can never make up for his sin by self-improvement or good works. Only by trusting in Jesus Christ as God's offer of forgiveness can man be saved from sin's penalty. Eternal life begins the moment one receives Jesus Christ into his life by faith. *Romans 6:23; Ephesians 2:8,9; John 14:6,*

*1:12; Titus 3:5; Galatians 3:26; Romans 5:1*

### **ABOUT ETERNAL SECURITY**

Because God gives man eternal life through Jesus Christ, the believer is secure in salvation for eternity. Salvation is maintained by the grace and power of God, not by the



self-effort of the Christian. It is the grace and keeping power of God that gives this security. *John 10:29; 2 Timothy 1:12; Hebrews 7:25; 10:10,14; 1 Peter 1:3-5*

### **ABOUT THE HOLY SPIRIT**

The Holy Spirit is equal with the Father and the Son as God. He is present in the world to make men aware of their need for Jesus Christ. He also lives in every Christian from the moment of salvation. He provides the Christian with power for living, understanding of spiritual truth, and guidance in doing what is right. The Christian seeks to live under His control daily.

*2 Corinthians 3:17; John 16:7-13, 14:16,17; Acts 1:8; 1 Corinthians 2:12, 3:16; Ephesians 1:13; Galatians 5:25; Ephesians 5:1*

### **ABOUT THE BIBLE**

The Bible is God's Word to all men. It was written by human authors, under the supernatural guidance of the Holy Spirit. It is the supreme source of truth for Christian beliefs and living.

Because it is inspired by God, it is truth without any mixture of error.

*2 Timothy 3:16; 2 Peter 1:20,21; 2 Timothy 1:13; Psalm 119:105,160, 12:6; Proverbs 30:5*

### **ABOUT MARRIAGE**

Marriage is a biblical institution established by God as described by Scripture. We believe biblical marriage can only occur between one man and one woman. This school recognizes that marriage is the uniting of one man and one woman in covenant commitment.

*Genesis 2: 22-24, Proverbs 18:22, Matthew 19:3-9, Mark 10:6-12, 1 Corinthians 7:1-16, Ephesians 5:22-33, Colossians 3:18-19, Hebrews 13: 4-7*

I have read and subscribe to the above and agree to conduct myself in accordance therewith

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Signature

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Date



I certify that answers given in this application are true and complete to the best of my knowledge. I authorize investigation into all statements I have made on this application as may be necessary for reaching an employment decision.

In the event I am offered employment, I understand that any false or misleading information I knowingly provided in my application or interview(s) may result in discharge/or legal action.

I understand that a background check will be performed and that employment is conditional upon a favorable background check.

I understand also that, if employed, I am required to abide by all rules and regulations of the employer.

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Signature of Applicant

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Date of Application

Please include cover letter, resume, college transcripts (unofficial acceptable), and a copy of your teaching certificate or other pertinent certifications.

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