



Application for Employment - Administration
 Valley Christian Academy
 1037 East Boulevard, Aurora, OH 44202
 330-562-8191 www.valleychristian.com

Thank you for your interest in employment with Valley Christian Academy. Please fill out this application in its entirety.

Position(s) you are applying for: _____
 Type of work desired: Full-time Part-time

SECTION I: Educational and Employment History

PERSONAL INFORMATION:

Submission Date: _____

Name: _____ Email Address: _____

Current Address:

_____ Street Address _____ City _____ ST _____ Zip

Daytime Phone: (_____) _____ Date available to begin: _____ Best time to call:

Evening Phone: (_____) _____ Cell Phone: (_____) _____

EDUCATIONAL INFORMATION:

School	Name and Location	Course of Study	Graduated?	Degree/Diploma
High School			Yes No	
College/University			Yes No	
Graduate School			Yes No	
Certifications			Yes No	
Other			Yes No	

EDUCATIONAL EMPLOYMENT HISTORY:

Please list most recent first.

May we contact your present employer? Yes No

Please reference my resume (make sure all information is listed below is included on resume or add below).

Company Name	Phone
Full Address	Employed from _____ to _____
Supervisor	Reason for leaving
Job title/description of your work	
Reference Contact: Name, Position, phone number and/or email address	
Company Name	Phone
Full Address	Employed from _____ to _____

Supervisor	Reason for leaving
Job title/description of your work	
Reference Contact: Name, Position, phone number and/or email address	
Company Name	Phone
Full Address	Employed from _____ to _____
Supervisor	Reason for leaving
Job title/description of your work	
Reference Contact: Name, Position, phone number and/or email address	

NON-EDUCATIONAL EMPLOYMENT HISTORY:

Please list any significant employers - most recent first.

Company Name	Phone
Full Address	Employed from _____ to _____
Supervisor	Reason for leaving
Job title/description of your work	
Reference Contact: Name, Position, phone number and/or email address	
Company Name	Phone
Full Address	Employed from _____ to _____
Supervisor	Reason for leaving
Job title/description of your work	
Reference Contact: Name, Position, phone number and/or email address	
Company Name	Phone
Full Address	Employed from _____ to _____
Supervisor	Reason for leaving
Job title/description of your work	

Reference Contact: Name, Position, phone number and/or email address	
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JOB RELATED EXPERIENCE:

Valuable job related experience can be gained in other ways than being an employee. Volunteerism, or working at a civic organization or church can also be valuable. Please list and describe any paid or unpaid activities, honors, experiences or training which may be listed elsewhere in this application. Utilize extra pages if necessary.

CERTIFICATION/LICENSURE:

Educational certificates, licenses, specialties, or endorsements held:

Description	State / Dates	Active or Inactive

PERSONAL REFERENCES:

Please list three personal references who are neither previous employers nor relatives.

Full Name	Full Address	Phone	Relationship

SECTION II: GENERAL INFORMATION

GENERAL INFORMATION:

1. Do you have any relatives employed at VCA? Yes No Please list: _____
2. Is there any reason you are unable to perform all the essential duties of the job for which you applying? Yes No
3. Other names used in employment listed in this application: _____
4. Have you ever applied for a job at VCA in the past? If yes, please give the date of the application and the position for which you applied. Give your name at that time, if different from your present name.

5. If hired, will you be able to work the scheduled days and hours required for the position for which you are applying? If no, please explain.

6. Have you ever been convicted of a felony? Yes No If yes, please explain.

7. What church do you currently attend? (include city and Pastor's name)

8. Are you a member? Yes No How often do you attend?

9. In what church activities are you involved and with what regularity?

10. What other types of Christian service have you done since becoming a Christian?

11. Please list any other related and valuable experiences which you feel strengthen your application.

12. 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? Yes No
13. Are you currently under contract by a school? Yes No Expiration Date: _____

14. Have you ever been discharged or did not have a contract renewed? Yes No If yes, please explain.

initials

I authorize VCA to thoroughly interview 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 my work records and evaluations, my educational preparation, and other matters related to my suitability.

Our Statement of Faith

- I believe that the Bible is the inspired and only infallible and authoritative Word of God.
- I believe there is one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Spirit.
- I 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, in His bodily resurrection, in His ascension to the right-hand of the Father, in His personal bodily return to this earth in power and glory.
- I believe the only means of being cleansed from sin is through repentance and faith in the precious blood of Christ.
- I believe that regeneration by the Holy Spirit is absolutely essential for personal salvation.
- I believe the sanctifying power of the Holy Spirit, whose indwelling in the Christian enables him to live a holy life.
- I believe in the resurrection of both the saved and the lost, the one to everlasting life and the other to everlasting damnation.

initials

Mark one:

- I fully support the Statement as written without mental reservations.
- I support the Statement except for the area(s) listed and explained on a separate paper. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.

initials

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 a 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.

initials

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.

Please answer the following questions **on separate sheets of paper**.

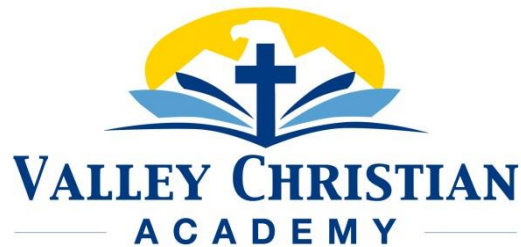
1. Please give a complete statement of your personal faith in Jesus Christ.
2. What do you do to grow spiritually?
3. What do you think makes a school a "Christian school?"
4. How will you perform differently in a Christian school than in a public school?
5. Why do you desire to be employed at Valley Christian Academy in this position?
6. Have you read and understood the Mission, Vision, Purpose Statement, and Core Values of VCA?

Applicant's Signature _____ Date _____

Valley 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.

Please attach all paperwork such as a resume or letters of recommendation and send to:

Mr. Dale Moncrief, Administrator
c/o Valley Christian Academy
1037 East Boulevard, Aurora, OH 44202



Our Mission:

Valley Christian Academy builds a godly foundation in our students through Christ-centered education in cooperation with the Christian home and church so that our students know, love, and obey Jesus Christ.

Our Vision:

Trusting in God's strength and the Holy Spirit's direction, Valley Christian Academy will be the Christian school of choice where the impact of our caring staff and quality programming will equip and inspire students to live a lifestyle of passionate discipleship. Our students will be academically and spiritually prepared to engage the culture by articulating and defending a biblical worldview.

Our Purpose Statement:

Valley Christian Academy exists as an extension of the Christian home and of the church to fulfill God's commands to raise children "in the nurture and admonition of the Lord" (Ephesians 6:4), and to teach His words "diligently unto our children" (Deuteronomy 6:5-7). Our foundation rests upon acknowledging Jesus Christ as Lord and Savior, and the Bible as the Word of God-- the final authority in truth and practice. We strive to help each child grow spiritually, mentally, physically, and socially through the dedication of teachers, administrators, and staff who love the Lord and desire to serve Him through the educational process. We rely on parents to help us through their prayer, their cooperation, and their active involvement in the life of this school.

Our School Verse

But they that wait upon the Lord shall renew their strength; they shall mount up with wings as eagles; they shall run, and not be weary; and they shall walk, and not faint. Isaiah 40:31

Statement of Faith

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2. There is one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Spirit.
3. 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, in His bodily resurrection, in His ascension to the right hand of the Father, in His personal bodily return to this earth in power and glory.
4. The only means of being cleansed from sin is through repentance and faith in the precious blood of Christ.
5. Regeneration by the Holy Spirit is absolutely essential for personal salvation.
6. We believe in the sanctifying power of the Holy Spirit, whose indwelling in the Christian enables him to live a holy life. We are not perfect at this time, but are set apart as children of God.
7. We believe in the resurrection of both the saved and lost, the one to everlasting life and the other to everlasting damnation.

November, 2017



OUR MISSION:

Valley Christian Academy builds a godly foundation in our students through Christ-centered education in cooperation with the Christian home and church so that our students know, love, and obey Jesus Christ.

OUR CORE VALUES:



EXCELLENCE

We believe that God has called us to give our best effort in everything we do. Excellence does not mean a state of perfection, but that we continually reflect, evaluate, and strive to give a well-informed, whole-hearted effort. We must be teachable, always working at bettering ourselves.

"Do your best to present yourself to God as one approved, a workman who does not need to be ashamed and who correctly handles the word of truth." II Timothy 2:15

ACADEMIC QUALITY

Learning is a school's highest priority. This includes not only the transfer of information, but developing the skills necessary to effectively utilize information and apply it in practical ways.

"Then we will no longer be infants, tossed back and forth by the waves, and blown here and there by every wind of teaching and by the cunning and craftiness of men in their deceitful scheming. Instead, speaking the truth in love, we will in all things grow up into him who is the Head, that is, Christ." Ephesians 4:14-15

GOD-HONORING, CHRIST-CENTERED, SPIRIT-LED

Those in charge of providing for and training others are leaders. Throughout all levels of the leadership team, including the board, administration, faculty, staff, and volunteers, the character of Christ must be the guiding example in caring for and developing others toward their potential.

"Go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you." Matthew 28:19-20a

LEADERSHIP

Valley Christian Academy exists to glorify God by providing a complete school experience where Christ is the center point of all we do.

"...whatever you do, do it all for the glory of God." I Corinthians 10:31

"I have no greater joy than to hear that my children are walking in the truth." III John 4

ENRICHING ENVIRONMENT

A Christian school should be a very special, caring community. VCA partners with parents and works as an extension of the Christian home to help lay a godly foundation and train children in godly ways.

"Dear children, let us not love with words or tongue, but with actions and in truth." I John 3:18

"No discipline seems pleasant at the time, but painful. Later on, however, it produces a harvest of righteousness and peace for those who have been trained by it." Hebrews 12:11

SERVING OTHERS

Everyone at VCA is called to serve others. This requires that we give selflessly so that others benefit from our efforts. There can be no hidden agendas or focus on selfish gains. Serving others develops character which pleases God.

"The Son of Man did not come to be served, but to serve, and to give His life a ransom for many."

Matthew 20:28