

LAKE MEAD CHRISTIAN ACADEMY SUBSTITUTE APPLICATION



P.O. BOX 90099 HENDERSON, NV 89009 ~ 702.565.5831

Your interest in Lake Mead Christian Academy is appreciated. We invite you to fill out this initial application and return it to our school office. If an opening occurs for which it appears you may qualify, we will contact you for an interview. We will also contact your references.

We realize that the key to a successful Christian school is its staff. We are grateful for those who are professionally qualified, who really love children, and who, by the pattern of their lives, are Christian role models. Luke 6:40.

We look forward to receiving your application. 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

Full name: _____

Application date: ___/___/___ Date available: ___/___/___ Soc. Sec. No. _____

Present Address _____

City _____ State _____ Zip _____

Best phone number(s) to reach you: (____) _____ (____) _____ Best time to call you? _____

How long have you lived at the above address? _____ E-mail address _____

B. DEPARTMENT DESIRED

Days Available _____ Times Available _____

In which department are you willing to serve?

- | | | | |
|---------------------------------------|--|--|--------------------------------------|
| <input type="checkbox"/> Elementary | <input type="checkbox"/> Middle School | <input type="checkbox"/> High School | <input type="checkbox"/> Maintenance |
| <input type="checkbox"/> Food Service | <input type="checkbox"/> Business Office | <input type="checkbox"/> Early Ed/Child Care | <input type="checkbox"/> Coaching |

Please list additional detail that you would be able to direct, sponsor, advise or coach. Include the grade or ability levels.

Subject, Extracurricular Activity/Sport	Level: Varsity/ Junior Varsity, Grade, etc

How did you learn about the position for which you are applying? _____

C. CHRISTIAN BACKGROUND

Being a Christian role model in all aspects of life is a major requirement for any leadership position at LMCA. The Bible is our standard for faith and practice.

Would you say your family life reflects 1 Tim. 3:4 (a well managed household)?

Testimony

Briefly give your Christian testimony.

Statement of Faith

Please carefully read our attached Statement of Faith (www.lmca.org) and indicate your degree of support.

Church Service

I fully support the Statement as written without mental reservations. Initial _____

Standard of Conduct

I am aware and will follow and encourage others to follow the Matthew 18 principle. Initial _____

Church Name _____ Phone Number _____

Pastor's Name _____

How often do you attend? _____ Are you a member? • Yes • No
In what church activities are you currently involved and with what degree of regularity?

What other Christian service have you done since becoming a Christian?

Devotional Life

What is your attitude toward working with those of other races and those of other denominational beliefs?

Describe your routine of personal Bible study and prayer.

What books have you read recently which have helped you spiritually?

D. EDUCATIONAL QUALIFICATIONS

Formal
Training

* Please attach photocopies of all your college transcripts. Should you be offered a position, official copies of your college transcripts will be required to be submitted for inclusion in your personnel file.

Degree/Training	Major/Specialty	Date Received	Issuing Institution
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List any books or articles that you have read recently that have helped you to grow professionally.

Course
Training

Have you had any courses in the Christian Philosophy of Education? Yes No

To what degree are you familiar with various Christian or secular curriculum (i.e. ACE, ABeka, Bob Jones, Saxon Math, Open Court Reading, etc?)

List any special certificates and training you have:

E. PERSONAL PHILOSOPHY

We live in a pluralistic society with many conflicting beliefs and values. As a substitute teacher, you may encounter specific questions about controversial issues, especially by students in the secondary program. Your answers will come from your personal convictions. We understand few of these topics are appropriate in the classroom without parental consent. We need to know the views of those that would be Christian role models for our children even on a temporary basis. Please share your personal convictions as a Christian toward:

Alcoholic beverages - _____

Smoking and chewing tobacco - _____

Marijuana and other drugs - _____

Pre-marital sex - _____

Divorce and remarriage - _____

Abortion - _____

F. BUSINESS OR PROFESSIONAL HISTORY

Homosexuality - _____

Work Background

Please start with your current or most recent employer and work backwards.

1. Employer _____
Title _____ Dates of Employment _____
Address _____
Supervisor's Name and Phone Number _____
Reason for leaving _____

2. Employer _____
Title _____ Dates of Employment _____
Address _____
Supervisor's Name and Phone Number _____
Reason for leaving _____

3. Employer _____
Title _____ Dates of Employment _____
Address _____
Supervisor's Name and Phone Number _____
Reason for leaving _____

4. Employer _____
Title _____ Dates of Employment _____
Address _____
Supervisor's Name and Phone Number _____
Reason for leaving _____

History

Have you ever worked under a different name for any of the employers you have listed? If so, what was the name or names? _____

Have you ever terminated your employment or had your employment terminated or has your employer ever reprimanded you for reasons relating to allegations of use of pornography, physical or sexual abuse or sexual harassment **by you**? Yes No

If yes, give a short explanation of the allegations (please indicate the date, nature and place of the allegations, the disposition of the allegations, and your employer at the time, including employer's name, address and telephone number.

History Continued

Have you ever been convicted of, plead guilty or no contest (nolo contendere) to, or received probation, suspension, or deferred adjudication for a felony or offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, and indecency with a minor)? Yes No

If yes, please state where, when and nature of the offense

You will need to sign the **Reference Release Form** that is attached and return it with this application. Do not list family members or relatives for references.

G. REFERENCES

Personal References

Give three references who are qualified to speak of your spiritual experience and Christian service. List your current pastor first.

Name	Complete Address	Phone	Position
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

Professional References

Give three references who are qualified to speak of your professional training and experience. List your current or most recent supervisor first.

Name	Complete Address	Phone	Position	Business/School
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____

3. _____

APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that Lake Mead Christian Academy does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or disability of any kind .

I hereby certify that the facts set forth in this initial application are true and complete to the best of my knowledge. I understand that discovery of 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 that I will be paid and receive benefits only through the day of release.

I authorize Lake Mead Christian Academy to thoroughly investigate references, work records, evaluations, education, and other matters related to my suitability for employment.

I authorize references and my former employers to disclose to the school 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.

In addition, I hereby release Lake Mead Christian Academy, my former employers, 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 ever personally view any references given to Lake Mead Christian Academy.

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 Lake Mead Christian Academy to conduct a criminal records check.

I understand that this is only an application for employment and that no employment contract is being offered at this time.

I certify that I have carefully read and do understand the above statements.

Signature of Applicant

Date

BACKGROUND CHECK

During the application process and at any time during the tenure of my employment with Lake Mead Christian Ministries, I hereby authorize Choice Point Service Inc. on behalf of Lake Mead Christian Ministries to procure a consumer report which I understand may include information regarding: fugitive files, Department of Corrections prison, parole and release files, Administrative Office of Courts records, state criminal record repositories, individual county our records, records from other state agencies, Sex Offender Registries.

Applicant Name _____

Applicant Signature _____

Date _____

**LAKE MEAD CHRISTIAN ACADEMY
P.O. BOX 90099
HENDERSON, NV 89009
(702)565-5831**

AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for a position with Lake Mead Christian Academy and I have authorized the school to thoroughly investigate references, work records, evaluations, education, and other matters related to my suitability for employment.

I authorize references and my former employers to disclose to the school 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.

In addition, I hereby release Lake Mead Christian Academy my former employers, 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 ever personally view any references given to Lake Mead Christian Academy.

I certify that I have carefully read and do understand the above statements.

Applicant's Name (Print)

Applicant's Signature

Applicant's Social Security Number

Date

FOR HUMAN RESOURCE USE ONLY

Application Received by: _____

Date Received _____

Interview Appointment Made by: _____

Interview Date: _____

Time: _____

Interviewed by: _____

Interviewed by: _____