

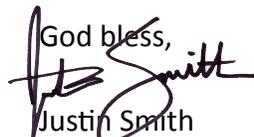
Dear Applicant,

Thank you for your interest in applying for a position with Woodland Christian School. Since 1974, our school has been blessed with excellent teachers and staff. At Woodland Christian, we believe that by God's grace, we can change the world - one student at a time. We are not only committed to providing an excellent education and serving others, but we are equally passionate about each student's faith and character.

We are seeking applicants who are professionally qualified, who love children, and who, by the pattern of their lives, are Christian role models (Luke 6:40). Since we are a religious non-profit organization, all staff (regardless of position) must accept Jesus Christ as their personal savior and they must be an active member of a church who has a similar doctrine as our school. If you would like more information about what we believe and the requirements for our staff, you can view our bylaws at [www.woodlandchristian.org](http://www.woodlandchristian.org).

We invite you to fill out this application and return it to our school office at 1787 Matmor Road, Woodland, CA 95776. If an opening occurs for which you may qualify, we will notify you and ask to contact your references. If we have continued interest in your candidacy, we will arrange for a personal interview.

Our prayer is that God would perfect His perfect plan in the lives of all our applicants.

God bless,  
  
Justin Smith  
Administrator



PRESCHOOL  
1616 WEST STREET ~ WOODLAND, CA 95695  
530-662-0994

ELEMENTARY • MIDDLE SCHOOL • HIGH SCHOOL  
1787 MATMOR ROAD ~ WOODLAND, CA 95776  
ES 530-666-6615 • MS/HS 530-406-8800

[WWW.WOODLANDCHRISTIAN.ORG](http://WWW.WOODLANDCHRISTIAN.ORG)

## Substitute Teaching Application

### A. Applicant's Name and Address

Last name \_\_\_\_\_ First name \_\_\_\_\_ Middle initial \_\_\_\_\_

Position applied for \_\_\_\_\_

Full-Time \_\_\_ Part-Time \_\_\_ Either \_\_\_

Application date \_\_\_/\_\_\_/\_\_\_ Date available \_\_\_/\_\_\_/\_\_\_

Current street address \_\_\_\_\_

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

Phone: Days (\_\_\_\_\_) \_\_\_\_\_ Evenings (\_\_\_\_\_) \_\_\_\_\_

Cell phone (\_\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

Permanent address and phone number if different from current address:

\_\_\_\_\_

What are your long-term goals?

\_\_\_\_\_

\_\_\_\_\_

Have you the legal right to work in the United States?  Yes  No

(Hiring is subject to verification that applicant meets legal age and U.S. work permit requirements.)

Are you physically or otherwise unable to perform the essential duties of the job for which you are an applicant?

Yes  No

If "yes," explain \_\_\_\_\_

Have you ever been convicted of any crime?  Yes  No

If "yes," explain \_\_\_\_\_

## B. Christian Background

Every employee of Woodland Christian School must have accepted Christ as their personal savior. Romans 10:9 states, "If you confess with your mouth, "Jesus is Lord," and believe with your heart that God raised Him from the dead, you will be saved" (NIV). Please tell us in your own words how you came to accept Jesus as your personal savior:

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### Statement of Faith

"Each member of the Board of Directors, and each employee of the Corporation, having accepted Jesus Christ as personal Savior, shall subscribe annually in writing to the following Statement of Faith:

1. We believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God (2 Timothy 3:16, 2 Peter 1:21).
2. We believe there is one God, eternally existent in three persons—Father, Son, and Holy Spirit (Genesis 1:1, Matthew 28:19, John 10:30).
3. We believe in the deity of Christ (John 10:33), His virgin birth (Isaiah 7:14, Matthew 1:23, Luke 1:35), His sinless life (Hebrews 4: 15, 7:26), His miracles (John 2:11), His vicarious and atoning death (1 Corinthians 15:3, Ephesians 1:7, Hebrews 2:9), His Resurrection (John 11:25, 1 Corinthians 15:4), His Ascension to the right hand of God (Mark 16:19), His personal return in power and glory (Acts 1:11, Revelation 19:11).
4. We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature and that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith alone are we saved (John 3:16–19, 5:24; Romans 3:23, 5:8–9; Ephesians 2:8–10; Titus 3:5).
5. We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of condemnation (John 5:28– 29).
6. We believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9, 1 Corinthians 2:12–13, Galatians 3:26–28).
7. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13–14; 1 Corinthians 3:16, 6:19–20; Ephesians 4:30, 5:18)."

# Lifestyle Statement

“The Bible determines what is true and right, not our personal judgment. Scripture provides the instructions for how we are to live privately and publicly.”

After carefully reading our Statement of Faith and Lifestyle Statement; indicate your degree of support.

I fully support the statement as written, without mental reservations.

I support the statement except for any areas listed and explained on a separate paper. These areas represent either disagreements or items for which I have not yet formed an opinion or a conviction.

All employees shall actively serve in worship in a local, evangelical church whose doctrine is in agreement with our school. With that in mind, please provide us with the following information on your church involvement:

What is your denominational preference? \_\_\_\_\_

What is your local church affiliation? \_\_\_\_\_

How many years have you been actively involved in your church? \_\_\_\_\_

Pastor's Name: \_\_\_\_\_ Church Phone: \_\_\_\_\_

In what church activities are you involved and with what degree of regularity?

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## C. Questions for Personnel

Answer all questions which apply to the position you are seeking.

Please indicate your 1st and 2nd choices below: Then to the right please indicate the grades or subjects in order of preference:

Preschool  Kindergarten  Elementary \_\_\_\_\_

Middle School \_\_\_\_\_

High School \_\_\_\_\_

Check the following middle/high school subjects which you are prepared to teach or in which you have interest and ability:

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Art/Ceramics           | <input type="checkbox"/> Bible            | <input type="checkbox"/> Spanish            |
| <input type="checkbox"/> Coaching – sport _____ | <input type="checkbox"/> Drafting         | <input type="checkbox"/> Yearbook           |
| <input type="checkbox"/> Journalism             | <input type="checkbox"/> Creative Writing | <input type="checkbox"/> Vocal Music        |
| <input type="checkbox"/> Speech/Drama           | <input type="checkbox"/> Home Economics   | <input type="checkbox"/> Reading Skills     |
| <input type="checkbox"/> Computer Science       | <input type="checkbox"/> Business         | <input type="checkbox"/> Instrumental Music |
| <input type="checkbox"/> Other _____            |   |   |

What experience or training have you had that indicates ability to teach in any of the above?

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I hold a valid California Teaching Credential:  Yes  No

Check One:

Professional Clear, Standard, General  Preliminary  Intern  Pre-Intern  Emergency

Check One:

Multiple Subject (Elementary)  Single Subject – subject \_\_\_\_\_  30 Day Substitute

Tests passed:

CBEST  MSAT  RICA  PRAXIS/SSAT – subject \_\_\_\_\_

Have you had other courses giving specific training for Christian early education programs?

Please give details. \_\_\_\_\_

Do you have an ACSI early education teaching certificate or K–12 teaching certificate?

Yes  No; If yes, what level? \_\_\_\_\_ remains valid for \_\_\_\_\_ years

Do you have another states teaching or administrator’s certificate?

Yes  No; If yes, state \_\_\_\_\_ what level? \_\_\_\_\_ remains valid for \_\_\_\_\_ years

*Please attach photocopies of any certificates held.*

Please list K–12 activities or sports that you would be capable and willing to direct, sponsor, or coach (indicate grade or ability levels and any high school sports certifications):

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Sequentially list your teaching experience with most recent first:

School Name	Position	Dates

Please, briefly share your viewpoints on each of the following questions:

What do you believe are the qualities of a good teacher, and what evidences do you have that would make you believe that you have these qualities?

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What do you consider to be the most important function of the Christian school and the distinctive characteristics of its education practices?

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If your children are in a public school, explain why. If your children are in a Christian school, explain why. Are you interested in enrolling your children in WCS?

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Describe a difficult problem that you have had with a coworker. How did you handle the problem?

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Can you perform the duties of this position without violating any obligations or proprietary information of a previous employer?  Yes  No

## D. Professional Qualifications

What degree or degrees do you hold?

Degree / Major / Minor	Issuing Institution

Please attach photocopies of all your postsecondary transcripts.

List any other educational advantages that you have had, including opportunities for travel:

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List any books or articles that you have read recently that have helped you grow professionally:

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List any educational conferences or seminars that you have led or participated in recently:

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## E. Personal Philosophy

Please, briefly share your viewpoints on each of the following questions.

Why do you wish to serve in a Christian program?

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What are the main characteristics that distinguish a Christian program from a secular program?

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What areas in your professional life do you feel are your strengths? What areas are you working to improve?

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Please state your views on pre-marital sex, co-habitation, homosexuality and adultery.

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Please state your views on the consumption of alcohol and tobacco.

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Please state your views on abortion.

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Please state your views on divorce and remarriage.

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Please state your views on the Genesis account of creation.

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There may be a time when a student or parent comes to you and asks what they must do to have eternal life and go to Heaven. What would you tell them?

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Please summarize any additional information you would like to present regarding your candidacy.

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## F. Employment History

Please start with your current or most recent employer and work backward for the past ten years.

Position \_\_\_\_\_ Dates of employment \_\_\_\_\_

Employer \_\_\_\_\_ Address \_\_\_\_\_

Supervisor's name and phone number \_\_\_\_\_

Reason for leaving \_\_\_\_\_

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Position \_\_\_\_\_ Dates of employment \_\_\_\_\_

Employer \_\_\_\_\_ Address \_\_\_\_\_

Supervisor's name and phone number \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Position \_\_\_\_\_ Dates of employment \_\_\_\_\_

Employer \_\_\_\_\_ Address \_\_\_\_\_

Supervisor's name and phone number \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Position \_\_\_\_\_ Dates of employment \_\_\_\_\_

Employer \_\_\_\_\_ Address \_\_\_\_\_

Supervisor's name and phone number \_\_\_\_\_

Reason for leaving \_\_\_\_\_

### G. References

Do not list family members or relatives for references.

Give three references who are qualified to speak about your spiritual experience and Christian service.

Name and Complete Address	Phone	Email	Position

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

Name and Complete Address	Phone	Email	Position

## H. Applicant's Certification and Agreement

I understand that "Foundation For Excellence At Woodland Christian School" does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or disability.

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment, and 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 on the application, supporting documents, or interviews may prevent me from being hired or, if hired, may subject me to immediate dismissal regardless of when or how it was discovered. 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.

I authorize "Foundation For Excellence At Woodland Christian School" to thoroughly interview the primary references that 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 thoroughly investigate my work records and evaluations, my educational preparation, and other matters related to my suitability for the position.

I authorize my former employers and any other references 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 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 ever personally view any references given to the school.

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 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 conditional until the school has received the 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.

I understand that this application for employment is valid for no more than 120 days. After that, I must resubmit an application in order to be considered for positions at this school. I understand that this is only an application for employment and that no employment or employment contract is being offered at this time.

I understand that failure to complete any portion of this application or to sign this application will result in rejection of my application.

## I. Declaration of Moral Integrity

Our school expects all of its employees and its volunteers with unsupervised access to children to model the same Christian values and lifestyle that it seeks to inculcate in its students. As an applicant for a ministry position, as an employee, or as a volunteer at this school, I recognize, understand, and agree to live by the Christian moral standards of the school.

I declare that as a follower of Christ, I am not engaging in and commit to not engage in inappropriate sexual conduct. Inappropriate conduct includes, but is not limited to, such behaviors as the following: heterosexual activity outside of marriage (e.g., premarital sex, cohabitation, extramarital sex), homosexual activity, sexual harassment, use of (including the viewing of) pornographic material or websites, and sexual abuse or improprieties toward minors as defined by Scripture and federal or state law.

I declare that the above statement is factual and true. My signature below indicates that I meet the moral integrity standards and Christian role model lifestyle requirements of this Christian school.

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

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Applicant signature

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Date