



## JOHNSTOWN CHRISTIAN SCHOOL

### Substitute Teacher Application

Johnstown Christian School exists to provide a distinctive, biblically based education in a nurturing environment through which students are instilled with godly character, inspired to excel, and prepared for a life of enduring commitment to Christ. We invite you to fill out this application and return it to our school office. We will also contact your references if needed. We will notify you if your application for substitute teaching has been accepted and at that time verify the times you are available.

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 (Luke 6:40).

We look forward to receiving your application. Thank you for your interest in the ministry of our school

#### Applicant's Name and Address

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

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

#### Current address:

Street address \_\_\_\_\_

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

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

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

Best time to call? \_\_\_\_\_ Length of time at this address? \_\_\_\_\_

Permanent address and phone number if different from current address \_\_\_\_\_  
\_\_\_\_\_

Level of preference:   Preschool \_\_\_\_\_   Elementary \_\_\_\_\_   Secondary \_\_\_\_\_

**Christian Background**

**Briefly give your Christian testimony.**

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Please carefully read our statement of faith (attached) and 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.

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

Are you currently a member in good standing? \_\_\_\_\_ Years? \_\_\_\_\_

Name of Pastor \_\_\_\_\_ Phone number \_\_\_\_\_

**Questions for Instructional Personnel**

Please list teaching certificates that you hold: \_\_\_\_\_  
\_\_\_\_\_

**Please attach photocopies of any certificates held.**

Sequentially list your teaching experience with most recent first:

School Name	Position	Dates

**Professional Qualifications**

What degree, or degrees, do you hold?

Degree	Issuing Institution

What were your majors? \_\_\_\_\_

Your minors? \_\_\_\_\_

**Personal References**

Do not list family members or relatives for references.

Give at least two references who are qualified to speak about your professional training and experience as well as character and Christian testimony.

Name and complete address	Phone	Position

## Personal Information

If you answer yes to any of the questions in the following section, please attach a separate sheet indicating the nature of the suit, offense, date, court, and disposition or other appropriate explanation. A conviction record will not automatically be a bar to employment. Factors such as your age at the time of the crime, seriousness and nature of the violation, time elapsed since the crime, job-relatedness, and subsequent rehabilitation will be considered.

Are you currently being investigated or under a procedure by your current employer to consider your discharge for misconduct?  Yes  No

Has any employer ever subjected you to disciplinary action, suspension, or termination or asked you to leave a paid or unpaid position on the grounds of any unlawful sexual behavior or violation of an employer's sexual misconduct policy or antiharassment policy?

Yes  No

Have you ever been charged in civil or criminal proceedings with improprieties regarding children?  Yes  No

Have you ever entered a plea of guilty or a plea of "no contest" (nolo contendere), or has any court ever deferred further proceedings without entering a finding of guilty and placed you on probation or in a public service or education program for *any* crime other than a minor traffic offense?

Yes  No

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

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

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

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Applicant signature

Date

Submit to Johnstown Christian School with copies of:

- Clearances (PA State Police, PA Child Abuse, Federal Criminal History)
- Transcripts from an accredited college or university