



MARANATHA ACADEMY
 Administrative Office
 6826 Lackman Road
 Shawnee, KS 66217
 Ph: 913-631-0637
 Fax: 913-631-0899
 Website: www.ma-kc.org

APPLICATION FOR A PROFESSIONAL POSITION

- Administrator
- Secondary Instructor (grades 7-12)
- Elementary Instructor (grades K-6)
- Preschool Instructor
- Substitute Instructor

PERSONAL DATA

Name: _____ Date: _____

Address: _____ Hm. Phone: _____

_____ Cell Phone: _____

E-mail: _____

Occupation: _____ Wk. Phone: _____

Co. Name: _____

Co. Address: _____

Emergency Contact: _____ Emergency Phone: _____

CHRISTIAN BACKGROUND

Present Church: _____ Denomination: _____

Address: _____ Member: Yes No

Please define a "born again" Christian experience. _____

Relate your "born again" experience briefly. _____

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? _____

Would you feel comfortable in praying with a student to receive Jesus Christ as his/her personal Savior? _____

Are you capable of teaching a Bible class at your desired grade level? Yes No

If yes, what would be your subject preferences?

a) _____ b) _____ c) _____

TEACHING PREFERENCES

Please indicate all levels and subjects for which you would like to be considered (must have appropriate credential).

Elementary:	Secondary:	Subject Areas:
<i>(Grade level-1st, 2nd, 3rd choice)</i>		
<input type="checkbox"/> K _____	<input type="checkbox"/> 7-8 _____	
<input type="checkbox"/> 1-3 _____		
<input type="checkbox"/> 4-5 _____	<input type="checkbox"/> 9-12 _____	
<input type="checkbox"/> 6 _____		

Nondiscrimination Policy
 Maranatha Academy does not discriminate in hiring or the administration of its policies on the basis of race, color, gender, disability, ancestry, age, or national origin. To do so would be in violation of Christian principles as set forth in God's Word, the Holy Bible.

EDUCATION (start with most recent institution)

COLLEGE/UNIVERSITY	MAJOR	MINOR	DEGREE & DATE	Semester Units Earned

Total **Semester** units after date of Bachelor's Degree (1 Quarter Unit = 2/3 Semester Unit): _____

Total Bible semester units (Undergraduate and Graduate): _____

*Please enclose photocopies of all your college transcripts, educational credentials/certificates held.
Request **PLACEMENT PAPERS** to be sent to Maranatha Academy.*

LIST TEACHING CREDENTIALS HELD

STATE	CERTIFICATION AREA	GRADE LEVELS	CODE NUMBER	EXPIRATION DATE
*ACSI Certificate				

**Association of Christian Schools International*

If you do not hold a Kansas credential, what requirements do you lack? _____

List any collegiate honors or awards you have received and/or activities which you participated in. _____

List membership in professional organizations during and after college. _____

TEACHING EXPERIENCE (start with most recent job-include student teaching)

EMPLOYER/CITY/STATE	GRADES	SUBJECT(S)	DATES (FROM-TO)	NAME & PHONE # OF ADMINISTRATOR

Briefly describe your personal Christian philosophy of education: _____

Why are you interested in teaching at a Christian school? _____

MISCELLANEOUS INFORMATION (List occupations other than teaching in which you have experience.)

OCCUPATION	COMPANY/CITY/STATE/NAME & PHONE NUMBER OF SUPERVISOR	DATES (FROM-TO)

In what extracurricular activities are you prepared for leadership (music, athletics, clubs, etc.)? Indicate age and/or ability level.

a) _____ b) _____ c) _____ d) _____

Briefly describe your hobbies, skills, or talents which were not covered above: _____

From what source did you learn of Maranatha Academy? _____

ADDITIONAL INFORMATION

Please attach a copy of your resume. Add by letter any additional information which will provide a more complete estimate of your training, experience, character, and ability. Emphasize your special preparation and training, your expertise with extra curricular activities, and any area of the application which you wish to explain in greater details.

REFERENCES

Employment/Professional References: List three references who are qualified to speak of your professional qualifications. List your current or most recent supervisor first.

NAME	ADDRESS	PHONE	TITLE/RELATIONSHIP

Personal References: List three references who are qualified to speak of your personal and character qualifications. **Do not list immediate family members or other relatives as references.**

NAME	ADDRESS	PHONE	RELATIONSHIP/YRS.ACQ.

APPLICANT'S CERTIFICATION & AGREEMENT

I understand that **Maranatha Academy** does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, or disability. I further understand that any offer of employment is conditioned on the proof of legal authority to work in the United States.

I hereby certify that the facts set forth in these application forms are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement or significant omission of facts during any phase of the hiring process may prevent me from being hired or if hired may subject me to immediate dismissal.

I authorize **Maranatha Academy** to inquire about my previous work and personal history and to verify all data given in my application for employment, related papers, and my oral interviews. I authorize the release and giving of any information requested by **Maranatha Academy** such as employment records, performance reviews, and personal references. I understand that investigative background inquiries are to be made on myself including but not limited to consumer credit, criminal conviction, motor vehicle and other reports. I release any person, organization, or company from liability or damage which may result from furnishing the information requested. I further waive the right to ever personally view any references given to **Maranatha Academy**.

I understand the employment relationship that exists between **Maranatha Academy** and its employees is employment "at will". I understand this application will be discarded on or after two years from the date it is received unless a call is received between Oct. 1 & Dec. 1 the same year requesting that this application be held over for the following year.

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

Signature of Applicant

Date

APPLICANT'S DECLARATION OF ETHICAL AND MORAL INTEGRITY

As an applicant for a position at **Maranatha Academy**, and its ministries, I (print name), _____ recognize, understand, and adhere to the moral and ethical standards and mandates of said school. I further declare that with regard to my personal moral and ethical character and conduct as of this date, I am not, nor have been in the past, engaged in inappropriate conduct toward minors, nor do I have inclinations toward such conduct. Inappropriate conduct includes the following: Homosexuality, verbal, physical or sexual abuse as defined by Scripture and/or state law. I do declare that the above statement is factual and true. By affixing my signature, I declare that I meet the moral and ethical standards of **Maranatha Academy**.

Applicant Signature

Date

MARANATHA ACADEMY STATEMENT OF FAITH

All personnel of **Maranatha Academy** are asked to read the following Statement of Faith, which is the doctrinal basis for all our educational program.

Maranatha Academy is interdenominational in its attitude and emphasis. The school stands firmly on the changeless Word of God as expressed in the following statement of historic evangelical Christianity.

We Believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God. (II Timothy 3:15; II Peter 1:21)

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)

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 (I Corinthians 15:3; Ephesians 1:7; Hebrews 2:9); His Resurrection (John 11:25; I Corinthians 15:4); His Ascension to the right hand of the Father (Mark 16:19); his personal return in power and glory (Acts 1:11; Revelation 19:11).

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 we are saved. (John 3:16-19, 5:24; Romans 3:23, 5:8-9; Ephesians 2:8-10; Titus 3:5)

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 damnation. (John 5:28-29)

We Believe in the spiritual unity of believers in our Lord Jesus Christ. (Romans 8:9; I Corinthians 12:12-13; Galatians 3:26-28)

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; I Corinthians 3:16, 6:19-20; Ephesians 4:30, 5:18)

We Believe in the soon return of our Lord Jesus Christ to take away the saved.

*Check **one** of the boxes and indicate by signature your degree of support for this statement of faith.*

I have read the above Statement of Faith and testify that it reflects my own convictions and understanding regarding the Christian faith, and I fully support the statement as written without mental or spiritual 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.

Signature _____

Date _____

Please Print Your Name

AUTHORIZATION FORM

During the application process and at any time during the tenure of my employment (including contract for services) or volunteer service with Maranatha Academy, I understand that investigative background inquiries are to be made on myself including but not limited to consumer credit, criminal conviction, motor vehicle, and other reports.

I hereby authorize ChoicePoint Services Inc., on behalf of Maranatha Academy to procure a consumer report and/or investigative report which I understand may include but not be limited to information regarding my residence history, personal history, academic achievement, character, work performance, general reputation, personal characteristics, or mode of living along with reasons for termination of past employment.

This report may be compiled with information from credit bureaus, courts record repositories, department of motor vehicles, past or present employers and educational institutions, governmental occupational licensing or registration entities, business or personal references, and any other source required to verify information that I have voluntarily supplied. I specifically release each of these agencies, their officers, or authorized representatives and/or personal references from any liability so that they may freely and completely respond to any inquiry made by ChoicePoint Services Inc., relating to my application for employment, continued employment or volunteerism at Maranatha Academy. For release purposes, a facsimile or photocopy of this document will be as valid as the original.

I understand that I may request a complete and accurate disclosure of the nature and scope of the background verification; to the extent such investigation includes information bearing on my character, general reputation, personal characteristics or mode of living.

I understand to aid in the proper identification of my file or records the following information as well as other information is necessary.

Applicant/Employee Printed Name

Date

Applicant/Employee Signature

(will be requested when needed)
Social Security Number

Driver License No./State

Date of Birth (optional)

Other Licenses/Certifications with State