



Eugene Christian School
2895 Chad Drive
Eugene, OR 97408

Thank you for your interest in teaching at Eugene Christian School. Not only are we a place that loves teaching the Word of God, we also do our best to love and mentor children in the process. Here at ECS, students are impacted for the Kingdom of God on a daily basis. We want students to be excellent in their academics, development of moral character, and service to others – just as Jesus would have us do.

If you feel God has called you to be a light in the lives of young people, I invite you to fill out the application below. Thank you for your consideration and may the grace of our Father be with you and yours!

Jeremy Hugo
Head of School

TEACHER HIRING PRACTICES

1. INITIAL TEACHER APPLICATION

Includes: statement of faith, school philosophy, job description, and information about the school. Salary is negotiable and depends on the applicant's experience and expertise.

Submit all materials to jhugo@eugenechristianschool.com or drop off in the ECS office

2. PHONE INTERVIEW

When the initial application is returned, the Administrator will decide to continue with the process and arrange for a phone interview, if necessary.

3. INTERVIEW AND REFERENCES

If the Administrator determines to proceed, part two of the application form will be sent to the applicant to be filled out and returned. An interview will be scheduled on campus and references contacted.

rev. 1/8/2024



**EUGENE
CHRISTIAN
SCHOOL**

2895 CHAD DRIVE, EUGENE, OR 97408

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541-686-9145

EUGENECHRISTIANSCHOOL.COM



INITIAL TEACHER APPLICATION

Position desired: Full time Part time Substitute

Application date: _____ Date available: _____

Your interest in Eugene Christian School is appreciated. If an opening occurs for which it appears you may qualify, we will request that you have your placement file forwarded to our office. We will also contact your references. If there is continued interest in your candidacy, we will send you some follow up questions and arrange for a personal interview.

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, exemplify Christ. We want to emphasize that the most important consideration for a teaching position at our school is that the applicant exemplifies a "Christian Role Model" in all aspects of his/her life. "A student is not above his teacher, but everyone who is fully trained will be like his teacher." (Luke 6:40) 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: _____

Current Address: _____

How long have you lived at the above address? _____

Please list any additional addresses where you have resided at any time during the past five years:

Phone number: _____ Best time(s) to call: _____





B. POSITION DESIRED (Grade or subject in order of preference)

1. _____
2. _____
3. _____

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

Club/Sport Activities

Please list activities or sports that you would be capable of and willing to direct, sponsor, advise, or coach. (Indicate grade or ability levels.)

C. CHRISTIAN BACKGROUND

How has Christ led you to education?





Bible Do you believe the Bible to be the ONLY inspired and infallible Word of God, our final authority in all matters of faith, conduct, and truth?

Yes No Signature: _____

Statement of Faith Please carefully read our Foundational Philosophy which includes the Statement of Faith, Philosophy of Christian Education, and Basic Educational Goals and indicate below your degree of support.

I fully support the Statement as written without mental reservations.

Signature: _____

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: _____

Church Do you have a denominational preference? _____

What is your local church affiliation? _____

Are you presently a member in good standing? _____ For how long? _____

Service In which church or parachurch activities are you involved?





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

Please give an example of one or more ways you would teach (or do teach) Biblical principles to children.

Devotional Life

Describe your routine of personal Bible study and prayer.

What books or audio lectures have you engaged with recently that have helped you spiritually?





D. PROFESSIONAL QUALIFICATIONS:

Please attach photocopies (unofficial) 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.

Formal Training What degree or degrees do you hold?

<u>Degree</u>	<u>Date Received</u>	<u>Issuing Institution</u>

Teaching Experience Sequentially list your *teaching experience* with the most recent first.

<u>Place</u>	<u>Grade(s) or Subject(s)</u>	<u>Dates</u>

Number of years teaching experience: Public _____ Christian _____

Reason for leaving your most recent position: _____

Are you under contract for the ensuing year? _____





E. EMPLOYMENT HISTORY

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may make copies of this page or following the same format, use the reverse side.

1. Position: _____ Dates of Employment: _____
Employer: _____
Address: _____
Supervisor's Name and Phone Number: _____
Supervisor's email address: _____
Reason for leaving: _____

2. Position: _____ Dates of Employment: _____
Employer: _____
Address: _____
Supervisor's Name and Phone Number: _____
Supervisor's email address: _____
Reason for leaving: _____

3. Position: _____ Dates of Employment: _____
Employer: _____
Address: _____
Supervisor's Name and Phone Number: _____
Supervisor's email address: _____
Reason for leaving: _____





Have you ever worked under a different name for any of the employers you have listed? If yes, what was the name(s)? _____

Teaching Credentials Do you have an ACSI Teaching Certificate? If yes, what level? _____

Expiration: _____

Do you have a state teaching certificate? If yes, which state? _____

Endorsement(s): _____

Please attach photocopies of any certificates held.

Christian School Preparation Have you had any courses in the Christian Philosophy of Education? If yes, where and when? _____

F. PERSONAL REFERENCES

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

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

	<u>Name</u>	<u>E-mail</u>	<u>Phone</u>	<u>Position</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____





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

<u>Name</u>	<u>E-mail</u>	<u>Phone</u>	<u>Position</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

G. PERSONAL PHILOSOPHY

Please answer the following questions on a separate piece of paper. Each question should be answered in no more than one or two paragraphs.

- A. Why do you wish to teach in a Christian school?
- B. What are the main characteristics that distinguish a Christian school from a public school?
- C. What do you consider to be the proper classroom atmosphere for learning?
- D. What is your philosophy of discipline (student expectations)?
- E. What areas do you feel are your strengths? Weaknesses?
- G. Please summarize any additional information that you would like to present regarding your candidacy for this position.





H. APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that **Eugene 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 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 **Eugene Christian 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 **Eugene Christian School**, 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 **Eugene Christian 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 are necessary for such an investigation. I authorize **Eugene Christian School** 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



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I. AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have applied for a position as a _____ with **Eugene Christian School**. 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 **Eugene Christian School**, 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.

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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

