



C.S. Lewis Academy
1605 N. College
Newberg, OR 97132
(503) 538-0114
www.cslewisacademy.com

FACULTY JOB APPLICATION

Applicants for faculty positions at C.S. Lewis Academy are required to submit:

- This application form
- A cover letter addressing specific qualifications for the job desired
- An updated and complete resume (see below)
- The names, positions and contact numbers of 3-5 references

All completed materials should be mailed or emailed as attachments

Send application documents to:

CSLA-Job Application

PO Box 3250

Newberg, OR 97132

or

Email: employment@cslewisacademy.com

Application Date: _____

Name: _____

Address: _____

City: _____ State: _____ Zip code: _____

Primary phone number: _____ Social Security Number: _____

Email: _____

If this application is in response to a posted job opening, please note the specific position.

If this is a general application, please note your desired position (grade level, subject expertise, etc.)

EDUCATION AND EXPERIENCE

An updated and complete resume is required as a part of this application. Please note that resumes and/or supporting documents must include attendance dates of all colleges/universities attended with earned degrees. Also, a complete employment/military history including job title, employment dates, and reason for leaving must be included. Any gaps in dated employment/service should be explained. *NOTE: Successful candidates will be asked to submit copies of all diplomas and relevant transcripts.*

LICENSURE and CERTIFICATION

Do you have an Oregon Teacher's License? Yes No

If yes, please list endorsements and expiration date: _____

Do you have another states Teacher's License? Yes No

If yes, please list state and endorsements: _____

Do you have an ACSI Teaching Certification? Yes No

If yes, please list endorsements and expiration date: _____

Additional information on Licensure or Certifications held:

ADDITIONAL RELATED SKILLS

Please note any language proficiency skills (other than English)?

Please note any select technology skills.

Please note any Special Education skills or experience.

Please note any Coaching or Activity Advising Experience or desire.

PHILOSOPHY OF EDUCATION

Give a brief account of your philosophy of education:

Give a brief description of the teaching styles you feel most comfortable with:

CHRISTIAN BACKGROUND

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

Give your own definition of a Christian:

Give a brief account of your own Christian experience:

What is your motive in seeking a position in a Christian school?

What do you believe to be the unique function of a Christian school program?

INTERPERSONAL RELATIONSHIPS

Growth in the Christian life depends on fellowship with God and with other believers and through being transformed by the Word of God.

All staff and board members will hold each other accountable to scriptures as illustrated by:

- Matthew 7: 1 Do not judge, or you too will be judged.
- Matthew 18:15a If your brother sins against you, go and show him his fault, just between the two of you.
- Luke 6:27-28 But I tell you who hear me: Love your enemies, do good to those who hate you, bless those who curse you, pray for those who mistreat you.
- Ephesians 4:2-3 Be completely humble and gentle; be patient, bearing with one another in love. Make every effort to keep the unity of the Spirit through the bond of peace.
- Ephesians 4:29 Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs, that it may benefit those who listen.
- Ephesians 4:32 Be kind and compassionate to one another, forgiving each other, just as in Christ God forgave you.
- Ephesians 5:21 Submit to one another out of reverence for Christ.
- Philippians 4:8 Finally, brothers, whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable - if anything is excellent or praiseworthy - think about such things.

I have read, agree with and will uphold C.S. Lewis Academy's policy on Interpersonal Relationships, as given above.

Signature of Applicant: _____

Date: _____

C.S. LEWIS ACADEMY –STATEMENT OF FAITH

God speaks to us through the Bible with the help of the Holy spirit, Who guides us in understanding and application (John 16:13; Romans 11 :36). The Bible is the only inspired, infallible, inerrant and authoritative Word of God. (II Timothy 3:15; II Peter 1 :21).

There is one God, the Creator and Sustainer of all things, eternally existing in three Persons: Father, son and Holy Spirit (Genesis 1:1; Matthew 28:19; John 10:3).

Jesus Christ is the only perfect image of God the Father and shows us the nature of God (John 1 :19). We believe in 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 death for our sins (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); and His personal return in power and glory (Acts 1 :11; Revelation 19:11).

The Holy Spirit is God at work in the world and the church today (John 16:7-11). He is the Comforter (John 16:7), leads the believer into truth (John 16:13), and enables us to grow into Christ's likeness. His indwelling in every believer is a sign of salvation (Ephesians 1:13,14). The teaching of the Holy Spirit will always be consistent with biblical truth (John 14:26)

Salvation is essential to eternal life due to man's sinfulness, and comes as a gift of God's grace through the regenerating work of the Holy Spirit (John 3:35, Ephesians 2:8,9). Nothing, not even death, can separate the believer from the love of God (Romans 8:38,39).

There will be a resurrection of the dead, with the saved resurrected to an eternal life with God, and the unsaved to a resurrection of eternal separation from God (John 5:24, 28,29)

All believers have spiritual unity in Christ (Romans 8:5-13; I Corinthians 12:12,13; Galatians 3:26-28).

Growth in the Christian life depends upon being transformed by the Word, the practice of Biblical doctrine, the exercise of prayer and by fellowship with other Christians (Acts 2:42; Matthew 5:6).

Do you agree with the above Statement of Faith without reservation? Yes No

If not, please explain:

Do you hold any doctrines not included in C.S. Lewis Academy's Statement of Faith? Yes No

If yes, please explain:

BACKGROUND INFORMATION

Are you employed now? Yes No

If yes, please list place of employment and title: _____

May we contact your present employer? Yes No

If yes, give name and phone number of supervisor: _____

Are you legally able to work in the U.S.? Yes No

Do you have a valid driver's license? Yes No

State _____ License Number: _____

Is your physical/mental health condition such that you can fulfill the essential job functions of the teaching/extra-curricular work for which you are applying (either with or without reasonable accommodations)?

Yes No

Have you ever left any educational or school-related employment, voluntarily or involuntarily, while the subject of an inquiry, review or investigation of alleged misconduct? Have you ever left educational or school-related employment when you had reason to believe an investigation for misconduct was underway or imminent?

Yes No

If yes, please explain:

Are you currently the subject of an inquiry, review or investigation for alleged misconduct or alleged violation of professional standards of conduct by either an employer or a licensure agency?

Yes No

If yes, please explain:

Have you ever been placed on leave by your employer for any alleged misconduct?

Yes No

If yes, please explain:

Have you ever had an adverse action taken on a professional certificate, license or charter school registration? Have you ever been placed on probationary status for alleged misconduct while holding a professional license, certificate, registration, or credential? Have you ever been denied any professional license for which you applied or granted a professional license on a conditional or probationary basis for any alleged misconduct? Have you ever surrendered a professional license of any kind before its expiration?

Yes No

If yes, please explain:

Have you ever been disciplined by any public agency responsible for licensure of any kind, including but not limited to educational licensure?

Yes No

If yes, please explain:

Have you ever been convicted or been granted a diversion or conditional discharge by any court for any: (a) Felony; or (b) Misdemeanor; or (c) Major traffic violation including but not limited to: driving under the influence of intoxicants or drugs; reckless driving; fleeing from or attempting to elude a police officer; driving while your license was suspended, revoked or used in violation of any license restriction; or failure to perform the duties of a driver or witness at an accident?

Yes No

If yes, please explain:

Have you ever been arrested or cited for any offense listed in the question above which is still pending in the courts? This includes any diversion, conditional discharge or postponed adjudication that has not been dismissed by the courts at the time this application is submitted.

Yes No

If yes, please explain:

Have you ever had any civil judgment or other court order, including but not limited to restraining order, entered against you resulting from allegations of abuse, assault, battery, harassment, intimidation, neglect, stalking or other threatening behavior toward other persons?

Yes No

If yes, please explain:

Are you currently the subject of an ongoing investigation related to a report of suspected child abuse or sexual conduct (involving a K-12 student or minor child)?

Yes No

If yes, please explain:

AUTHORIZATION

Please read and answer the following statements carefully before signing this application. Only those applications that are signed and dated are considered valid. If you have any questions regarding these statements, please ask them before signing.

- I certify the information I provide in this application accurately reflects my abilities and experience. I certify that all answers and statements I have made on this application as well as all additional documents submitted as a part of this application (resume or other supplementary materials) are true and complete without omissions. I understand that any false information will be grounds for refusal to hire or for immediate discharge if I am employed. I authorize any of the persons or organizations named in this application to give you complete information and records regarding my employment, education, character and qualifications.
- I will be responsible for familiarizing myself with all rules and regulations of the School as they presently exist or are later modified. I recognize that my employment can be terminated, at the discretion of the School or at my option, without notice, at any time, except as specifically set forth in writing in a current individual employment agreement.
- I also understand that no representative of the School has any authority to enter into any employment agreement for any specified period of time, or to assure me of any future position, benefits, or terms and conditions of employment, except as specifically authorized by the school's Board of Directors.
- If the school chooses to offer me employment, I authorize the School to complete a full finger print based background check and a DMV records check. Such a review could include review of additional references, character, past employment, credit history and criminal or police records.
- I authorize my listed references, current and past employers and educational institutions, and anyone else who has information about my work history, education qualification, or fitness to provide such information to C.S. Lewis Academy employees or agents. I release C.S. Lewis Academy and all persons providing this information to C.S. Lewis Academy, from any liability whatsoever for obtaining and providing that information, regardless of the results.

I have read, understand and agree with all of the above.

Signature of Applicant: _____

Date: _____

C.S. Lewis Academy does not discriminate against any potential or active Board members, employees or students on the basis of race, color, national or ethnic origin. Board members, employees, and students possess all the rights and privileges to programs and activities, generally accorded or made available to these persons at the school. It does not discriminate on the basis of race, color, national or ethnic origin in the administration of educational policies, admissions policies, scholarship and loan programs, athletic or other school administered programs.

This application is valid for only ninety (90) days from the date signed.