

Cornerstone Academy

Professional Pre-Employment Application

Your interest in Cornerstone Academy is appreciated. We realize that the key to a successful Christian School is its staff. We are grateful for those who are professionally qualified, who love children, and who, by the pattern of their lives, exemplify Christ. We invite you to fill out this application and return it to the school office. If an opening occurs for which it appears you may qualify, we will request further information.

Thank you for your interest in the ministry of Cornerstone Academy. It is our prayer that God will fulfill His perfect will in the lives of all applicants.

NAME (First Middle Last): _____

ADDRESS : _____ City _____

State _____ Zip _____ Marital Status _____

Phone: _____ Alt. # _____

Email: _____ Social Security Number: _____

Birth date: _____ Date of application: _____

Previous employment (list most recent first)

1. Company Name and address _____

Supervisors Name _____

Contact number _____

Rate of pay _____ Hire date: _____

Reason for leaving or Termination _____

Eligible for rehire: Yes No Leave date: _____

2. Company Name and address _____

Supervisors Name _____

Contact number _____

Rate of pay _____ Hire date: _____

Reason for leaving or termination _____

Eligible for rehire: Yes No Leave date: _____

3. Company Name and address _____

Supervisors Name _____

Contact number _____

Rate of pay _____ Hire date: _____

Reason for leaving or termination _____

Eligible for rehire: Yes No Leave date: _____

POSITION DESIRED:

I am applying for a position as a:

Preschool Teacher (indicate what age you prefer nursery-4): _____

Elementary Teacher (indicate which grade you prefer): _____

Camp Stone Counselor (indicate which grade you prefer): _____

Kitchen staff: _____ Teacher's Aide: _____

Administration: _____

Substitute (check here also if you are willing to remain on the substitute list if not hired for desired position): _____

I am willing to work part time: Yes No I prefer to work part time: Yes No

Certifications (indicate issuing state/organization, as well as grade levels and/or specialization and **attach copies of any the certificate (s)**): _____

Number of Years of Experience:

_____ Public School _____ Christian School _____ Daycare

Cornerstone Academy is a Christian school. Every employee must profess Jesus Christ as Savior and Lord and shall be a member in good standing of a local evangelical church. He/she shall be a person of spiritual maturity with academic and leadership abilities that will allow him/her to "train up a child in the way he should go." The teacher or administrator shall reflect the purpose of the school, which is to honor Christ in every class and in every activity. The beliefs and lifestyle of the person are expected to reflect a consistent stance against immoral or unhealthy behaviors such as recreational drugs, social drinking, sexual promiscuity, homosexuality, profanity, tobacco, and abortion on demand. Teachers, administrators, and counselors must be professionally qualified for the positions for which they are employed. Credentials such as college degrees and certificates will become a part of the application. It is also necessary for these individuals to feel that they are called of God to the education profession. Each applicant is advised to weigh carefully the compatibility of his/her outward lifestyle and inward commitment with the strong Christian stance of the school before submitting an application.

Cornerstone Academy does not discriminate in its employment practices against any person because of sex, race, color, national or ethnic origin, or handicap.

Educational and Professional Training (List most recent first)

Colleges or Universities Attended	Course of Study	Years attended	Degree or Diploma received		
(high school)					

List any formal religious training you have received, including seminary, college or Bible studies/courses:

Teaching Experience (List most recent experience first and include student teaching)

Name of school (include city, state)	Grades/Subjects	Dates	Reason for leaving		
1					
2					
3					
4					
5					

Church Affiliation, activities/experience

Name of church and location	Pastor's name	Activities	Dates		
1					
2					
3					

STATEMENT OF CHRISTIAN TESTIMONY & PHILOSOPHY OF CHRISTIAN EDUCATION:

(In your own handwriting, please provide the following information.)

(A) Below, briefly give your Christian testimony. Please be specific about your stance on the birth, life, death and resurrection of Jesus Christ. Explain when and how you became a Christian. This statement should reflect your personal relationship with Jesus Christ.

(B) On a separate page, describe your personal philosophy of Christian education. Your answer should include your views on issues such as:

- Distinguishing characteristics of Christian schools
- Proper classroom atmosphere for learning
- Philosophy of discipline

Expectations- *The teacher or administrator must possess and fulfill the following attributes and expectations:*

1. Must have a strong Christian commitment.
2. Must have a belief in the inerrancy of the Bible and Creationism as the means God used for the founding of the earth.
3. Must be capable of leading a child or an adult to Jesus Christ.
4. Must be capable of teaching a Bible class.
5. Must maintain Christian growth through consistent prayer, Bible study, and active involvement in a Bible-believing, evangelical local church.
6. Must communicate thoughts clearly and precisely, using correct pronunciation, grammar, and word usage.
7. Must produce legible, neat, and error-free correspondence.
8. Must exhibit in-depth knowledge of subject area.
9. Must continue professional growth through educational opportunities.
10. Must have an appropriate, professional appearance.
11. Must refrain from fornication, homosexual relationships and living arrangements with a member from the opposite sex whom you are not married or related to.
12. Must understand that pregnancy or knowledge of fornication or homosexual relationships can result in denial of application or immediate termination if hired.
13. Must refrain from attending night clubs or parties where recreational drugs and lewd dancing is acceptable. (i.e. strip clubs, gentleman clubs, night clubs)
14. Must be punctual in attendance and completion of assignments.
15. Must develop a positive rapport with students.
16. Must project authority and maintain student discipline.
17. Must work well with colleagues.
18. Must work well with people of other races, nationalities, and denominational beliefs.
19. Must develop positive school-home and school community relationships.
20. Must adhere to administrative directives and to school policies and procedures.
21. Must be loyal to the Cornerstone Academy Governing Body and Administration.

PERSONAL INFORMATION AND DECLARATION OF ETHICAL AND MORAL INTEGRITY:

I understand that any offer of employment is conditioned on the proof of legal authority to work in the United States:

___ Yes ___ No

After reading the attached "Qualifications & Expectations of CA Employees," please answer whether there is any reason why you might be unable to perform these job duties consistently and promptly.

___ Yes ___ No

If "yes," please explain: _____

As an applicant for a position at Cornerstone Academy, I, _____

recognize, understand, and adhere to the moral and ethical standards and mandates of said school. I further declare that with regard to my moral and ethical character and conduct as of this date, I am not, nor have been in the past engaged in inappropriate conduct, nor do I have inclinations toward such conduct. Inappropriate conduct includes, but is not limited to, the following: homosexuality, verbal, physical, or sexual abuse as defined by Scripture and Texas 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 Cornerstone Academy. Furthermore, I hereby certify that the facts set forth in this pre-employment application, including all attachments(i.e., transcript, certificates, etc.), are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement or significant omission of fact during any phase of the hiring process may prevent me from being hired or if hired may subject me to immediate dismissal.

Applicant's Signature: _____ Date: _____

CORNERSTONE ACADEMY PHILOSOPHY, DOCTRINAL STATEMENT, AND STATEMENT OF FAITH:

(Please read the following statements and sign below.)

Philosophy -

Cornerstone Academy is fully committed to a superior academic experience achieved by a consistent, Christian approach to learning. We also proclaim that the Bible is the inspired, inerrant Word of God and that all subjects will be presented from a Biblical perspective, with the scripture as the measuring rod of all truth. Our philosophy encompasses a strong position against secular, humanistic philosophies and value systems within the educational process. Along with academic standards, the goals of the school are to exalt Jesus Christ as students learn to love God with all their heart, soul, mind, and strength; to love others as themselves; and to learn to serve God first, in all areas of life and in whatever vocation they are ultimately led. The staff at CA realizes the solemn responsibility before God in molding the life and character of each of their students in order to give a good foundation for each child's future.

Doctrinal Statement -

We believe that the Bible is the infallible, inerrant, verbally inspired Word of God and that it is, therefore, our final authority in matters of faith and practice. *II Timothy 3:16-17; Psalm 119:8*

We believe in the eternally existing triune of God; Father, Son and Holy Spirit. *Genesis 1:1; John 10:30; John 14:20; John 15:26*

We believe in the deity of Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, and in His ascension to the right hand of the Father, where He now acts as mediator and advocate. *Matthew 16:16; Luke 1:34; Hebrews 4:15; John 5:1-9; I Peter 2:24; Luke 24:36-43; Acts 1:9-11*

We believe in the personal, imminent return of our Lord Jesus Christ for His own, in His later return in power and glory with His own to reign in righteousness over the earth and in the resurrection of both the saved and the lost, that they are saved unto the resurrection of life and they that are lost unto the resurrection of the damnation. *Acts 1:11; I Thessalonians 4:16-17; Hebrews 9:28*

We believe that heaven is the place of eternal blessedness for the saved and that hell is the place for eternal conscious punishment for the lost. *Revelation 20:11-21; John 5:28*

We believe that regeneration is by the Holy Spirit whose indwelling enables all believers to live godly lives. *John 16:7-8; I Corinthians 3:16*

We believe that all believers are spiritually joined together by the Spirit of God into His Church of which Christ is the Head. *I Corinthians 12:12-14, 20, 27; Ephesians 5:23; Colossians 1:18*

Statement of Faith -

As a prospective CA staff member and servant of God, I pledge myself to perform my duties so as to make the greatest possible contribution to the intellectual and spiritual welfare of the students entrusted to my care. I shall also cooperate to the fullest extent with my fellow workers and those entrusted with the administration and operation of Cornerstone Academy.

I have read the Cornerstone Academy Philosophy and Doctrinal Statement, these being the Christian basis of the school; and in signing this statement, I hereby individually and unreservedly acknowledge the truths set forth therein as my personal convictions.

In addition, I do hereby agree to perform in good faith the expectations of the Employment Contract and to maintain the standards of personal conduct at all times that will ensure that Cornerstone Academy presents a positive Christian testimony.

_____ **I fully support the above, as written, without reservation.**

_____ **I support the above 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.**

As unto the Lord, I hereunto subscribe my name this _____ day of _____, 20_____.

_____ Signature of Applicant