



BELL SHOALS BAPTIST ACADEMY

2102 Bell Shoals Road ♦ Brandon, FL ♦ 33511 ♦ 813-689-9183

EMPLOYMENT APPLICATION

Bell Shoals Baptist Academy provides employment opportunities to qualified individuals without regard to race, color, age, sex, or national origin.

Application Process:

- 1) Complete Application and submit with acceptable original documents for I-9 (BSBA office staff will make copy of documents. We cannot accept copies you make.)
- 2) Live Scan federal background check will be scheduled by BSBA office staff.
- 3) Take DCF Background Screening form to Faulkenberg Jail for local background check.
- 4) Once your information has been reviewed, we will contact you with next step information.

Application:

APPLICANT'S NAME AND ADDRESS (please print)

Name: _____ Application Date: _____
 Present Address: _____ Email address: _____
 City: _____ State: _____ Zip: _____
 Phone: Days () _____ - _____ Evenings () _____ - _____
 Best time to call you? _____ Length of time at this address: _____
 Permanent address and phone number if different than present address: _____

Please list any additional addresses where you have resided at any time during the past five years: (use back side, if needed)

POSITION DESIRED: Please indicate 1st, 2nd, and 3rd choices on the line to the left of the position. Then to the right, indicate the grades or subjects in order of preference:

- ___ Early Learning Center _____
 ___ Jr. Kindergarten—Kindergarten _____
 ___ Elementary _____
 ___ Middle School _____
 ___ Physical Education _____
 ___ Music _____
 ___ Art _____
 ___ Spanish _____
 ___ Explorers Club (before/after care) _____

Full time: _____ Part time: _____ Substitute _____ Extended Day _____

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

Please list activities or sports you would be willing to sponsor or coach. (Indicate grade or ability levels). _____

What would you like to be doing five years from now? _____

CHRISTIAN BACKGROUND

In your own handwriting, on separate paper, briefly give your Christian testimony.

Do you believe the Bible to be the ONLY inspired and infallible Word of God, our final authority in all matters of faith, truth and conduct? Yes ___ No ___

Please carefully read our attached Statement of Faith and Articles II and III of the Bell Shoals Baptist Church By-laws and indicate your degree of support.

___ I fully support the Statement and BY-laws as written without mental reservations. Signature: _____

___ I support the Statement and BY-laws 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: _____

Denominational preference? _____

What is your local church affiliation? _____

Are you presently a member in good standing? _____ Years? _____

In what church activities are you now involved? _____

What other Christian service have you done since becoming a Christian? _____

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

Are you capable of teaching a Bible class? _____ If yes, what would be your subject preferences? _____

To what extent do you believe you should become involved in Sunday and other weekday ministries of the sponsoring church or the church of which you are a member? _____

Describe your routine of personal Bible study and prayer. _____

What books have you read recently that have helped you spiritually? _____

PROFESSIONAL QUALIFICATIONS

- Should you be offered a position, official copies of your transcripts must be provided to the school for inclusion in your personnel file.

What degree or degrees do you hold?

Degree	Date Received	Issuing Institution
_____	_____	_____
_____	_____	_____
_____	_____	_____

Your Major(s): _____

Your Minor(s): _____

Sequentially list your teaching experience with most recent first.

School's Name

Grades or Subjects

Dates

To what degree are you familiar with various Christian or secular textbook series? _____

List any other educational experiences that you have had including opportunities for travel or mission work.

List any books or articles that you have read recently that have helped you to grow professionally. _____

Do you have an ACSI Teaching Certificate? _____

What level? _____ Remains valid for _____ years.

Do you have a state teaching certificate? _____ State? _____

What kind? _____ Remains valid for _____ years.

Endorsement(s) List semester hours in endorsement area(s)

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

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

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

If not, would you be willing to take such a course by correspondence or otherwise? _____

Have you had other courses giving specific training for Christian day schools? Give details. _____

List any conferences or seminars that you have led or participated in recently. _____

Describe how teacher evaluations have been helpful to you. _____

PERSONAL PHILOSOPHY

On separate paper please label and succinctly answer in one or two paragraphs each of the questions below.

- 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? Your attitude toward physical punishment?
- E. What areas do you feel are your strengths? Weaknesses?
- F. What do you believe about the origin of the earth and mankind?
- G. Please summarize any additional information that you would like to present regarding your candidacy for this position.

EMPLOYMENT HISTORY

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may follow the same format on the reverse.

1. Employer: _____

Position: _____ Dates of Employment _____

Address: _____

Supervisor's Name and Phone Number: _____

Reason for leaving: _____

2. Employer: _____

Position: _____ Dates of Employment _____

Address: _____

Supervisor's Name and Phone Number: _____

Reason for leaving: _____

3. Employer: _____

Position: _____ Dates of Employment _____

Address: _____

Supervisor's Name and Phone Number: _____

Reason for leaving: _____

3. Employer: _____

Position: _____ Dates of Employment _____

Address: _____

Supervisor's Name and Phone Number: _____

Reason for leaving: _____

4. Employer: _____

Position: _____ Dates of Employment _____

Address: _____

Supervisor's Name and Phone Number: _____

Reason for leaving: _____

Have you ever worked under a different name for any of the employers you have listed? If so, what was the name or names?

Have you served in the military? Yes ___ No ___. If yes, what type of training or education did you receive?

Are you holding or have you already signed a contract for next year with any other educational institution? Yes ___ No ___

PERSONAL REFERENCES

You will need to 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 who are qualified to speak of your spiritual experience and Christian service. **List your current pastor first.**

	Name/Complete Address	Phone	Position
1.	_____		

2.	_____		

3.	_____		

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

	Name/Complete Address	Phone	Position
1.	_____		

2.	_____		

3.	_____		

APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that Bell Shoals Baptist Academy does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or qualified disability.

I hereby certify 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 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 and agree that I will be paid and receive benefits only through the day of release.

I authorize Bell Shoals Baptist Academy to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals who know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and other matters related to my suitability for the position.

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 the 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 the 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 the school to conduct a criminal records check. I understand and agree that any offer of employment that I may receive from the school is conditioned upon the receipt of background information, including criminal background information. The school may refuse employment or terminate conditional employment if the school deems any background information unfavorable or that it could reflect adversely on the school or on me as a Christian role model.

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

AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for a position as a _____ with Bell Shoals Baptist Academy. I have authorized the school to thoroughly interview the primary references which I have listed, and secondary references mentioned through interviews with primary references, or other individuals which know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and all 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 Bell Shoals Baptist Academy, my former employers, and 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 Bell Shoals Baptist Academy.

I agree that a photocopy or facsimile copy of this document and any signature shall be considered for all purposes as the original signed release on file.

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

Applicant's Name (Print)

Date

Applicant's Signature

Applicant's Social Security Number

STATEMENT OF FAITH

I believe:

1. The Holy Bible was written by men divinely inspired and is the record of God's revelation of Himself to man. It is a perfect treasure of divine instruction. It has God for its author, salvation for its end, and truth, without any mixture of error, for its matter.
2. There is one and only one living and true God. He is an intelligent, spiritual, and personal Being, the Creator, Redeemer, Preserver, and Ruler of the universe. God is infinite in holiness and all other perfections. To Him we owe the highest love, reverence, and obedience. The eternal God reveals Himself to us as Father, Son, and Holy Spirit, with distinct personal attributes, but without division of nature, essence, or being.
3. Christ is the eternal Son of God. In His incarnation as Jesus Christ he was conceived of the Holy Spirit and born of the virgin Mary. He shed His Blood on the Cross and made provision for the redemption of men from sin. He raised from the dead with a glorified body and is now exalted at the right hand of God.
4. Man was created by the special act of God, in His own image, and is the crowning work and His creation.
5. The freedom of a teacher in a Christian school, college, or seminary is limited by the pre-eminence of Jesus Christ, by the authoritative nature of the Scriptures, and by the distinct purpose for which the school exists.

ARTICLES II and III BY-LAWS of BELL SHOALS BAPTIST CHURCH

- II. **ARTICLES OF FAITH**—The Articles of Faith shall be The Baptist Faith and Message adopted by the Southern Baptist Convention, as amended. As stated in The Baptist Faith and Message, marriage is the uniting of one man and one woman in covenant commitment for a lifetime. The Church does not condone or recognize any alternative definition of marriage, nor permit staff members to perform such ceremonies, nor allow the use of Church property or resources for such ceremonies (Genesis 2:18-24, Hebrews 13:4)
We believe that God intends sexual intimacy to only occur between a man and a woman who are married to each other. On the authority of Scripture we believe any form of sexual immorality, such as adultery, fornication, homosexual or bisexual conduct, polygamy, pedophilia, bestiality, incest, pornography, or attempts to change one's biological sex, to be sinful and offensive to God (1Corinthians 5:1-5, 1 Corinthians 6:18-20).
- III. **CHURCH COVENANT** —Our charter members established Bell Shoals Baptist Church in 1961. Having been led, as we believe, by the Spirit of God to receive the Lord Jesus Christ as our Savior, and on the profession of our faith having been baptized in the name of the Father, and of the Son, and of the Holy Spirit, we do now in the presence of God and this assembly, most solemnly and joyfully enter into covenant with one another as one body in Christ:
TO commit ourselves as members to honor, esteem, and love our staff and one another;
TO pray for each other constantly and to manifest tender regard for our reputation;
TO walk together in Christian love by the aid of the Holy Spirit; to strive for the advancement of this Church and its ministries; to promote its prosperity and spirituality; to sustain its worship, ordinances, discipline and doctrines;
TO contribute cheerfully and regularly to the support of the ministry, the expenses of the Church, the relief of those in need, and the spread of the gospel throughout all nations;
TO encourage family and private devotion; to maintain and support the family in the belief that biblical marriage is between one man and one woman; to educate our children religiously; to seek the salvation of our relatives, friends, neighbors and associates;
TO walk worthy of our calling in the world; to be just in our dealings, faithful to engagements and exemplary in our deportment; to avoid malicious use of the tongue; to keep our testimonies above reproach; and to be zealous in our efforts to advance the kingdom of our Savior;
TO watch over one another in brotherly love; to aid each other in sickness and distress; to cultivate Christian sympathy in feelings and Christian courtesy in speech; to be slow to take offense but always ready for reconciliation and, mindful of scriptural guidelines, to secure it without delay; and
TO pledge that when we remove from this place, we will unite with some other church where we can carry out the spirit of this covenant and the principles of God's Word.