



Albany Christian School

a ministry of Willamette Community Church

420 Third Ave. SE Albany, OR 97321 541.928.1110 www.albanychristian.org

Dear Applicant,

Thank you for being interested in becoming a part of Albany Christian School. Please read through the included information and return the enclosed application. If you qualify for this position, a school representative will contact you to set up an interview.

We believe that God already knows the individuals that are best suited to serve at Albany Christian School and what positions they are best suited for, and it is our prayer that this knowledge would become incredibly clear to us throughout the application process. We also believe that God has a definite purpose and plan for your life and our prayer is that you would discern this throughout the process as well.

We look forward to receiving your application, as well as answering any questions you might have along the way. If you have any question, please feel free to contact the school at 541-928-1110 or email at office@albanychristian.org.

In Christ's service,

Doug Tharp

Principal

Albany Christian School



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Our Mission

*Albany Christian School exists as a ministry of Willamette Community Church and to **partner with families, to educate students with excellence from a biblical perspective.***

All professional and support staff must have accepted Jesus Christ as their personal Lord and Savior (Romans 10:9-10) and demonstrated a conviction that God has called them to become involved in a Christian school ministry. They must also demonstrate a consistent outward evidence of an inward Christian character (1 Tim. 4:12); and adhere to the moral and ethical standards and mandates of Albany Christian School.

Statement of Faith

The Bible

We believe that the Bible was not only written by men, but is also the very Word of God and is the final authority on what we believe and how we live.

God

We believe that there is only one God, who exists eternally in three Persons: Father, Son, and Holy Spirit.

Jesus Christ

We believe that Jesus Christ, the eternal Son, is the perfect expression of God and the only way to him. He was begotten of the Holy Spirit, born of a virgin, true God and true man, lived a sinless life, died for our sins, rose from the dead, and now sits at God's right hand.

Mankind

We believe that all men and women are created in the image of God, yet have sinned and fallen short of his expectations. They are therefore separated from him and completely unable, on their own, to bridge that relational distance.

Salvation

We believe that Jesus Christ so loved the world that he lived a perfect life for us and died as a sacrifice for our sins. For all who believe and follow him, he agrees to substitute his life for ours so that we can experience restoration with God, forgiveness without exception, and freedom to walk in wholeness and health.

Future Things

We believe that Jesus Christ will come again to judge the living and the dead. Those living in relationship with him will enjoy eternity in his presence, while those without true faith will be separated forever.

I have read, understand and agree with Albany Christian School's Statement of Faith.

Signature _____

Date ____/____/____



Classified Application

Please attach a resume outlining your experience.

Personal Information

Application Date ____/____/____

Date Available ____/____/____

Full Name _____

Address _____ City _____ State _____

Zip Code _____ Email _____ Phone _____

Position Information

Position Title _____

Full Time

Part Time

Substitute

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

Spiritual Information

What church do you currently attend? _____

How long have you attended? _____

Are you a member? Yes No

How often do you attend? _____

Please explain how you serve in your church? _____

Do you believe the Bible was not only written by men, but is also the very Word of God and is the final authority on what we believe and how we live? Yes No

Please answer the following on a separate sheet of paper.

1. Describe your relationship with the Lord and what He has done in your life.
2. What is your attitude toward working with those of other races and those of other denominational beliefs?
3. What do you believe about the origin of the earth and mankind?
4. Explain your understanding as to how a person becomes a Christian and on what basis a person gains entrance into heaven. Please use any scriptures you are familiar with that support your understanding.



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Classified Application (cont'd)

Employment Information

Are you currently employed? Yes No Current Employer _____

What is your reason for leaving? _____

Professional Qualifications

High School Attended _____ Graduation Year _____

Honors or activities in High School _____

Post High School Education

College, University, Trade School, etc	Location	Dates Attended	Degree

Major(s) _____ Minor(s) _____

Undergrad Cumulative GPA: AA _____ BA _____ Graduate GPA _____

Are you CPR/First Aid Certified? Yes No Expiration Date? ____/____/____

List any training, courses, or seminars you have taken in the area for which you are applying? Give details.

List any experience or skills that might be applicable to this position.



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Additional Qualifications

As a small organization, there is great opportunity at ACS for you to exercise your knowledge, interests, and abilities. Please indicate areas which you have experience, interests, or qualifications.

- | | | |
|--------------------------------|---|--|
| <input type="checkbox"/> Drama | <input type="checkbox"/> Curriculum Development | <input type="checkbox"/> Marketing/Promotion |
| <input type="checkbox"/> Art | <input type="checkbox"/> Grant Writing | <input type="checkbox"/> Media |
| <input type="checkbox"/> Music | <input type="checkbox"/> Fundraising | <input type="checkbox"/> IT Support |

Employment Information

This information must be completed in full unless already included in your resume.

Employer Name & Address	Position & Responsibilities	Dates		Supervisor (Will be contacted unless you note otherwise)
		From Mo/Yr	To Mo/Yr	
				Phone:
				Phone:
				Phone:
				Phone:
				Phone:



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References

List three references qualified to speak of your work ethic and/or history.

Name	Address (zip code)	Phone	Relationship

List three references qualified to speak of your relationship with the Lord and Christian service. Do not list family members or relatives for references.

Name	Address (zip code)	Phone	Relationship

Additional Information

Please attach your answers to the following questions.

1. What are your strengths? What are your weaknesses?
2. What would you like to be doing five years from now?
3. Please summarize any additional information that you would like to present regarding your candidacy for this position.

Signature/Authorization/Agreement

I hereby certify that this application contains no misrepresentation or falsifications and that the information given is true and complete to the best of my knowledge and belief. I understand that misrepresentation or omission of facts called for in this application is cause for cancellation of the application and/or dismissal from any employment offered by Albany Christian School. As a part of my application for employment, I hereby consent to and authorize the release of any and all information including criminal history checks to Albany Christian School, which may be considered in evaluating my qualifications for employment. I authorize Albany Christian School to contact all references and supervisors listed on this application and resume. I therefore release all parties and persons connected with any request for information from all claims of liability and/or damages for whatever reasons arising out of furnishing such information.

Signature _____

Date ____/____/____

Non-Discrimination Policy

Albany Christian School is an equal opportunity employer and as such does not discriminate in its employment practices against any person because of race, color and national or ethnic origin.



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Consent for Criminal Background Check

Your signature below authorizes Albany Christian School and Criminal Information Services, Inc. to obtain information about you (if applicable) from various law enforcement agencies, courts, and corrections agencies.

Please complete all information below. Please print.

Full legal name _____	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Current address _____		
Other names used _____ (Maiden, alias', legal name change, etc.)		
Date of Birth _____	DL# _____	State _____
SSN# _____		
Previous addresses in past 7 years _____		

Have you ever been convicted of any crime? Yes No		
If "yes" explain _____		

I have reviewed and completed this form as applicable to me. I give Albany Christian School permission to verify any information I have provided. This authorization shall continue to be effective until revoked by me. A photocopy or facsimile of this consent shall be as effective as the original. By my signature, I affirm that all information on this form is true and accurate.

Signature of applicant _____

Date ____/____/____

Signature of witness _____

Date ____/____/____