

# Substitute Teacher Application



**Christian Heritage School**

575 White Plains Road, Trumbull, CT 06611

Thank you for your interest in Christian Heritage School. 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, are Christian role models.

We look forward to receiving your application. If it appears that you are qualified for one of our openings, a personal interview will be arranged.

*Please include a teaching certificate with this application if you have one. While not required, it is always helpful for us to have a resume of your professional career. A resume will not substitute for a completed application.*

Applicant Information:					
Last	First	MI		Email	
Street Address	City	State	Zip	Home Phone	Mobile
Alternate Street Address	City	State	Zip	Alternate Phone	

## Mission Statement

Christian Heritage School exists to partner with parents and churches in fulfilling their God-given responsibilities to teach children that "In (Christ) are hid all the treasures of wisdom and knowledge" (Colossians 2:3, KJV) and to provide its students with an education of spiritual and academic excellence with which to serve God.

I have read and in agreement with the Mission Statement

## Substitute Teacher Requirements

### Substitute Teachers must demonstrate;

- Evidence of regeneration and dedication
- A clear understanding and acceptance of basic Biblical principles
- An understanding of and adherence to the school's Statement of Faith
- A love for and understanding of children and young people
- Maturity
- Ability to work as a team member

I have read and in agreement with the Substitute Teacher Requirements

## Substitute Teacher Position Desired:

Please indicate the grades in which you would like to substitute and/or learn more about;

School	Grade level
Lower School	<input type="checkbox"/> Kindergarten <input type="checkbox"/> 1 <sup>st</sup> – 3 <sup>rd</sup> <input type="checkbox"/> 4 <sup>th</sup> – 5 <sup>th</sup>
Middle School	<input type="checkbox"/> 6 <sup>th</sup> - 8 <sup>th</sup>
High School	<input type="checkbox"/> 9 <sup>th</sup> - 12 <sup>th</sup>

## Work Availability

If your application receives favorable consideration, on what date will you be available to begin work? \_\_\_\_\_

Days of week available to substitute teach;  Monday     Tuesday     Wednesday     Thursday     Friday

How did you learn about this position? \_\_\_\_\_

## Personal and Spiritual Life:

Being a Christian educational institution, we care deeply about the Christian testimonies of all our staff. Please share how you came to know Christ as your Lord and Savior. In addition, please share something the Lord has been teaching you recently.

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Describe your routine of personal Bible study and prayer.

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What church do you presently attend?

Please give town, state and name of Senior Pastor of your current church:

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In what capacity have you been involved in your church's ministries?

Do you feel you could teach Bible to CHS school students?

Can you lead a person to Christ?

List four Bible verses you would use in leading someone to faith in Christ:

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Signature

Date

### Statement of Faith

**We believe** the Scriptures, both Old and New Testaments, to be the inspired Word of God, without error in the original writings, the complete revelation of His will for the salvation of men, and the divine and final authority for all Christian faith and life. *II Timothy 3:16; II Peter 1:21*

**We believe** in one God, Creator of all things, infinitely perfect and eternally existing in three persons, Father, Son and Holy Spirit. *Matthew 28:19; II Corinthians 13:14*

**We believe** that Jesus Christ is true God and true man, having been conceived of the Holy Ghost and born of the Virgin Mary. He died on the cross a sacrifice for our sins according to the Scriptures. Further, He arose bodily from the dead, ascended into heaven, where at the right hand of the Majesty on High, He now is our High Priest and Advocate. *John 1:1; Luke 2:35; I Corinthians 15:3,4*

**We believe** that the ministry of the Holy Spirit is to glorify the Lord Jesus Christ and during this age to convict men, regenerate the believing sinner, indwell, guide, instruct and empower the believer for godly living and service. *John 15:26; John 16:8*

**We believe** that man was created in the image of God but fell into sin and is therefore lost and only through regeneration by the Holy Spirit can salvation and spiritual life be obtained. *Genesis 1:27; Romans 5:12*

**We believe** that the shed blood of Jesus Christ and His resurrection provide the only grounds of justification and salvation for all who believe, and only such as receive Jesus Christ are born of the Holy Spirit, and thus become believers. *John 3:3; John 1:12; John 3:16*

**We believe** that water baptism for the believer and the Lord's Supper for the believer (Communion) are ordinances to be observed by the Church during the present age. They are, however, not to be regarded as means of salvation. *Matthew 28:19; I Corinthians 11:23-26*

**We believe** that the true Church is composed of all such persons who, through saving faith in Jesus Christ, have been born anew by the Holy Spirit and are united together in the body of Christ of which He is the Head. *I Corinthians 12:12-14*

**We believe** in the personal and imminent coming of our Lord Jesus Christ and that this "blessed hope" has a vital bearing on the personal life and service of the believer. *I Thessalonians 4:13-18*

**We believe** in the bodily resurrection of the dead; of the believer to everlasting blessedness and joy with the Lord, of the unbeliever to judgment and everlasting conscious punishment. *I Corinthians 15:51-54*

I have read and in agreement with the Statement of Faith

### Educational Background

	Name/Location	Dates Attended	Major/Minor	Degree Rec'd	Date Rec'd
High School					
College/University					
College/University					
Graduate or Professional Studies					
Other Courses					

List any applicable special skills, training or proficiencies.

### Teaching Experience, if applicable

School	Address	From/To	Grade(s) / Subject(s)

### Professional Experience

Please list previous employment within the last 5 years, beginning with your present or most recent job. If listed in the Teaching experience you do not need to include below.

Employer Name	Date employment from	Date employment to
Address		
Job Title	Reason for leaving	
Worked performed		
Employer Name	Date employment from	Date employment to
Address		
Job Title	Reason for leaving	
Worked performed		
Employer Name	Date employment from	Date employment to
Address		
Job Title	Reason for leaving	
Worked performed		

### Personal References

Give the names of two (2) persons not related to you, who can speak about your skillset for the position (not including relatives).

Name	Job Title	Employer	Years Acquainted	Telephone
1.				
2.				

Based on the job description and essential functions for this position, can you perform essential functions of the job with or without accommodation?  Yes  No

If you are offered a position, will you be able to verify that you are legally permitted to be employed in the United States?  Yes  No

### Applicant Statement

I understand that Christian Heritage School does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or qualified disability.

Christian Heritage School provides equal employment opportunities to all employees and applicants for employment without regard to race, color, ancestry, national origin, age, sex, marital status, veteran status, or disability. In addition, the Christian Heritage School complies with applicable federal, state and local laws governing nondiscrimination in the workplace. This policy applies to all terms and conditions of employment, including but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leave of absence, compensation and training.

I authorize representatives of Christian Heritage School to obtain pertinent information from my previous employers, references and other persons with knowledge of my work history and background. I authorize my previous employers, references and persons with knowledge of my work history and background to provide pertinent information to Christian Heritage School and hereby release all such persons and waive any and all claims, demands or causes of action whatsoever in connection with the request for and release of such information.

I certify that the information on this job application is true and complete to the best of my knowledge. I understand that any willful omissions or falsifications will be reason for withdrawal of a job offer or termination of employment whenever the omission or falsehood is discovered. I authorize any investigation into the statements I have made in this application as necessary to arrive at an employment decision.

All employees at Christian Heritage School have the right to resign from their jobs at any time, for any reason or for no reason at all, with sixty (60) days written notice. Christian Heritage School retains the same right with respect to termination of any employee's employment. No individual at Christian Heritage School has authority to make a commitment of guaranteed or continuing employment to you, and no document or publication of Christian Heritage School should be interpreted to make such a guarantee.

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.

I HAVE READ AND UNDERSTAND

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

*Applicant: Please DO NOT write below this line*

### Employer Processing

Professional References  Yes      Background Check  Yes

Offered Position:  Yes    Date: \_\_\_\_\_  No

Accepted Position:  Yes    Date: \_\_\_\_\_  No

\_\_\_\_\_  
Hiring Manager Signature or HR