



1300 19th Ave SW, Willmar, MN 56201-5010

320-235-0592

PRINCIPAL APPLICATION

I. PERSONAL INFORMATION

Name _____

Social Security Number _____

Permanent Address	Street	City	State/Zip	Telephone Number
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Present Address	Street	City	State/Zip	Telephone Number
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Best time to call you? _____

Application Date: _____ Date Available for Employment _____

Position Desired _____

How did you learn about this position? _____

II. EDUCATION AND TRAINING

High School attended and date of graduation: _____

<u>Colleges or Universities attended:</u>	<u>Dates</u>	<u>Major(s)</u>	<u>Minor(s)</u>	<u>Degrees</u>
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_____	_____	_____	_____	_____
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_____	_____	_____	_____	_____
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_____	_____	_____	_____	_____
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_____	_____	_____	_____	_____
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Cumulative grade point average: _____

Please list any conferences or seminars you have attended in the past two years:

List any books or articles you have recently read that have helped you grow

professionally: _____

III. CREDENTIALS AND CERTIFICATES

Please attach photocopies of all your **college transcripts and relevant certificates**. Should you be offered a position, official copies will be required for inclusion in your personnel file.

IV. EXPERIENCE

Please furnish information on your employment history in sufficient detail to help us determine your qualifications for the position(s) available. Start with your PRESENT POSITION, if any, and work back. List each position you have had since receiving your most recent degree. Show each professionally relevant position prior to that.

If you were employed under a name other than the one used on this application, please indicate it under "OTHER NAME".

Are you presently employed? _____

May we contact your present employer? _____

A. Date of employment: _____ to _____
(month, year) (month, year)

Name and address of employer: _____

Name and position of immediate supervisor: _____

Title of your position: _____

Description of work: _____

_____ Other Name: _____

Reason for leaving: _____

B. Date of employment: _____ to _____
(month, year) (month, year)

Name and address of employer: _____

Name and position of immediate supervisor: _____

Title of your position: _____

Description of work: _____

_____ Other Name: _____

Reason for leaving: _____

C. Date of employment: _____ to _____
(month, year) (month, year)

Name and address of employer: _____

Name and position of immediate supervisor: _____

Title of your position: _____

Description of work: _____

_____ Other Name: _____

Reason for leaving: _____

D. Date of employment: _____ to _____
(month, year) (month, year)

Name and address of employer: _____

Name and position of immediate supervisor: _____

Title of your position: _____

Description of work: _____

_____ Other Name: _____

Reason for leaving: _____

Please detail any community and/or volunteer activity with which you
have been involved: _____

V. SPIRITUAL BACKGROUND

Community Christian School was founded in 1978 by a group of parents who desired that their children’s academic instruction be closely integrated with basic tenets of the Christian faith. For this to be accomplished, committed Christian teachers are essential. The following questions are meant to help CCS understand your spiritual roots and determine if they align with the philosophy of the school.

A. Statement of Faith

After reading Community Christian School’s Statement of Faith (Beliefs),
do you find anything you cannot support? _____

If so, please explain: _____

If not, please indicate your support by your signature:

B. Church Involvement

What is your denominational preference? _____

What is your church affiliation? _____

Pastor’s name: _____

Pastor’s address: _____

In what capacity are you active in your church? _____

C. Application Questions

1. What is your definition of a Christian?

2. In what ways do you provide for your own spiritual growth?

3. In your thinking, what would be some characteristics that would distinguish a Christian school from a public school?

4. Why do you wish to work in a Christian School?

5. Would you want your own children educated in a Christian School? Why or why not? (If you do not have children, answer as if you did.)

6. Have you had experience helping a child understand the Gospel? Please elaborate.

7. Please describe your background in curriculum development.

- 8a. What experience do you have in leading faculty through curriculum development?

- 8b. How has it improved the students learning?

9. How are/were you considered a spiritual leader in the school?

VI. REFERENCES

A. Spiritual – A spiritual leader, other than your present pastor, who knows you well:

Name: _____ Relationship: _____

Address: _____

Phone Number: (_____) _____

B. Pastoral – Pastor of the church you are now attending:

Name: _____ Relationship: _____

Address: _____

Phone Number: (_____) _____

C. Professional – Someone who has supervised your work:

Name: _____ Relationship: _____

Address: _____

Phone Number: (_____) _____

D. Co-Worker – A person who has known you for a number of years:

Name: _____ Relationship: _____

Address: _____

Phone Number: (_____) _____

VII. PERSONAL STATEMENT

On a separate sheet, describe how you would encourage excellence and relevance in your work, and how your education, work, and life experience have helped prepare you for this position. Elaborate on any special qualifications you have for this position. Highlight your strengths and describe how you compensate for your weaknesses. Please limit this essay to no more than two pages.

VIII. CRIMINAL ACTIVITY

Have you ever been convicted of any crime, other than a minor traffic violation?

_____ (Yes) _____ (No)

If yes, what was the disposition of the case? _____

Conviction of a crime is NOT an automatic bar to employment. We will consider the nature of the offense, the date of the offense, and the relationship between the offense and the position for which you are applying.

NOTE: If you have a placement file, it is your responsibility to have it sent directly to Community Christian School in time for consideration with your application.

“I certify that the facts contained in this application form are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal. I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing the same to you.”

Signature

Date

Thanks so much for applying at Community Christian School. May the Lord direct both you and our school personnel in making the correct decision for this position.

Please return this application to: Mr. Del Brouwer, Administrator
Community Christian School
1300 19th Avenue SW
Willmar, MN 56201-5010