



INITIAL TEACHER APPLICATION

Your interest in Bracken Christian School is appreciated. We invite you to fill out this initial application and return it to our school office. If we have continued interest in your candidacy, we will send you some follow-up questions and arrange for a personal interview.

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. (Luke 6:40)

We look forward to receiving your initial application. Thank you for your interest in the ministry of our school. It is our prayer that God will fulfill His Perfect will in the lives of all applicants.

A. APPLICANT'S NAME AND ADDRESS

Full name: _____

Application date: ____/____/____ Date available: ____/____/____ D.O.B.: ____/____/____
optional

Present Address _____

Phone: Days (____) _____ Evenings (____) _____

Best time to call you? _____ Soc. Sec. No. _____

How long have you lived at the above address? _____

Permanent address and phone number if different than present address:

B. POSITION DESIRED

Please indicate 1st, 2nd, or 3rd choice in the parenthesis. For middle school and high school please indicate the grade or subject in order of preference.

- () Kindergarten
- () Elementary
- () Middle School—grade/subject preferred _____
- () High School—grade/subject preferred _____

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

Special
Abilities

Please list activities or sports which you would be capable of and willing to direct, sponsor, advise, or coach, i.e. Yearbook, Languages, etc. (Indicate grade or ability levels.)

Immunization
Requirement

Upon employment with Bracken Christian School proof of TB Screening is required.
Hep A & B vaccines highly recommended.

C. CHRISTIAN BACKGROUND

Personal Testimony

On the form provided, please give your personal Christian testimony of a salvation experience.

Bible

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 _____ Signature: _____

Statement
Of Faith

Please carefully read our Statement of Faith and indicate below your degree of support.

_____ I fully support the Statement of Faith as written without mental reservations.

Signature: _____

_____ I support the Statement 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: _____

Church

Denominational preference? _____

What is your local church affiliation? _____

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

In what church activities are you involved and with what degree of regularity?

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

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

Devotional
Life

Describe your personal Bible study and prayer life.

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

D. PROFESSIONAL QUALIFICATIONS

◆ Please attach photocopies of all your college transcripts. Should you be offered a position, official copies of your college transcripts will be required to be submitted for inclusion in your personnel file.

Formal
Training

What degree or degrees do you hold?

Degree	Date Received	Issuing Institution
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Your Major(s) _____

Your Minor(s) _____

Cumulative grade point average BA _____ Graduate work GPA _____

Teaching
Experience

Sequentially list your teaching experience with most recent first.

School's Name	Grades or Subjects	Dates
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To what degree are you familiar with various Christian or secular curriculums (i.e., ACE, ABeka, Bob Jones, Saxon math, etc.)? _____

Curriculum Preferences? _____

List any other educational advantages or additional information that you would like to present regarding your candidacy for this position.

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

Teaching
Credentials

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.*

Christian School Preparation 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? _____

List any conferences or seminars which you have led or participated in the past.

E. PERSONAL PHILOSOPHY

Short Essays A. Why do you wish to teach in a Christian school?

B. What do you believe 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 corporal punishment?

E. What areas do you feel are your strengths? Weaknesses?

F. What do you believe about the origin of the earth and mankind?

F. APPLICANT'S CERTIFICATION AND AGREEMENT

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

I hereby certify that the facts set forth in this initial application are true and complete to the best of my knowledge. I understand that discovery of 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 that I will be paid and receive benefits only through the day of release.

I authorize Bracken Christian School to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals that 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 job.

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 to 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.

Printed Name of Applicant: _____

Signature of Applicant: _____ Date _____

G. EMPLOYMENT HISTORY

Please start with your current or most recent employer and work backwards for the past ten years.
If necessary, you may make copies of this page or following the same format, use a separate page.

Work Background 1. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

Work Background 2. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

Work Background 3. Employer _____
Position _____ Dates of Employment _____
Address _____

Supervisor's Name and Phone Number _____
Reason for leaving _____

Work Background 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 already signed a contract for next year with any other institution?
Yes _____ No _____

H. PERSONAL REFERENCES

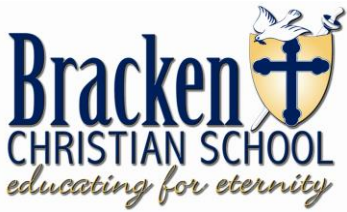
Print your name on **Personal and Employer Reference Forms**. Then make copies of the **Personal and Employer Reference Forms** to give to the appropriate individuals as listed on this application form. Along with that form include a signed copy of the **Authorization to Release Reference Information** and a stamped envelope addressed to Administrator, Bracken Christian School, 670 Old Boerne Rd., Bulverde, TX 78163.

Reference Give three references who are qualified to speak of your spiritual experience and Christian service.

	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.	_____	_____	_____	_____
	_____	_____	_____	_____



Personal Reference Form

For

Name of Applicant _____

Your name was given as a recommendation or reference. Please complete this form and return in the envelope provided. Your comments will be kept confidential. Bracken Christian School would appreciate your opinion on the applicant's character, personality, and ability to fill this position. Attached is a signed Authorization Form whereby the applicant releases you from liability if you provide this reference. The applicant has also agreed that we have the right to keep your reference confidential. Thank you for your help.

Bracken Administration

How long have you known the applicant? _____

In what capacity have you known the applicant (e.g. pastor, teacher, friend)? _____

Has this applicant demonstrated a real commitment to Christian living at home and in the community? Would he/she be a good Christian role model for our students? _____

Have you noted depth of convictions as demonstrated by honesty, fairness, respect for authority, diligence, compassion, tact, or other Christian virtues? _____

Please list principle character and personality strengths of the applicant: _____

Are there any character or personality weaknesses that would diminish this applicant's effectiveness as a Christian role model? _____

Since Bracken Christian School has developed substantial goodwill and a reputation for integrity among its constituents, should we have any reservations whatsoever about hiring this applicant, even though his/her experience and skills would qualify him/her for other employers that might not emphasize the importance of character and being a Christian role model to the extent we do? _____

COMMENTS?

[If you would prefer, you may call me collect at (830)438-3211 or, if you are in the San Antonio metro area, at (830)980-3267.] _____

Name: _____ Address: _____

Daytime Phone: (____) _____ Evening Phone: (____) _____

Thank you very much for your help and cooperation.



Employer Reference Form

For

Name of Applicant _____

Your name was given as a recommendation or reference. Please complete this form and return in the envelope provided. Your comments will be kept confidential. Bracken Christian School would appreciate your opinion on the applicant's character, personality, and ability to fill this position. Attached is a signed Authorization Form whereby the applicant releases you from liability if you provide this reference. The applicant has also agreed that we have the right to keep your reference confidential. Thank you for your help.

Bracken Administration

Position held by applicant: _____

Dates of Service: Full-time _____ Part-time _____

Reason for leaving: _____

Would you have any reservations about rehiring this applicant?

Has this applicant demonstrated a real commitment to Christian living, both on and off campus?
Would he/she be a good Christian role model for our students? _____

Do you consider the applicant a self-starter, willing to do extra tasks, if needed? _____

How would you rank this person as compared to others that you have supervised?
Top 5% _____ Next 20% _____ Middle 50% _____ Low 25% _____

Please list the principle character and personality strengths of the applicant. _____

Since Bracken Christian School has developed substantial goodwill and a reputation for integrity among its constituents, should we have any reservations whatsoever about hiring this applicant, even though his/her experience and skills would qualify him/her for other employers that might not emphasize the importance of character and being a Christian role model to the extent we have? _____

COMMENTS?

[If you would prefer, you may call me collect at (830)438-3211 or, if you are in the San Antonio metro area, at (830)980-3267.] _____

Name: _____ Position: _____

Organization/Address: _____

Daytime Phone: (____) _____ Evening Phone: (____) _____

Thank you very much for your help and cooperation.



AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for a position with Bracken Christian School. I authorize Bracken Christian School to inquire about my work and personal history and to verify all data given in my application for employment, related papers, and my oral interviews.

I authorize the release and giving of any information requested by Bracken Christian School such as employment records, performance reviews, and personal references whether such information is favorable or unfavorable to me.

I release any person, organization, or company from any and all liability, claims, or damages that may directly or indirectly result from the use, disclosure, or release of such information by any person or party, whether such information is favorable or unfavorable to me.

I further waive the right to ever personally view any references given to Bracken Christian School.

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

Applicant's Printed Name

Applicant's Signature

Date



DOCTRINAL STATEMENT OF FAITH

We believe in the Scriptures of the Old and New Testaments as verbally inspired by God and inerrant in the original writing, and that they are of supreme and final authority in faith and life.

We believe in one God, eternally existing in three persons: Father, Son and Holy Spirit.

We believe that Jesus Christ was begotten by the Holy Spirit, born of the Virgin Mary, and is true God and true man.

We believe that man was created in the image of God; that he sinned, and thereby incurred, not only physical death, but also that spiritual death which is separation from God; and that all beings are born with a sinful nature.

We believe in the Biblical teaching that man was created by a direct act of God and not from previously existing forms of life; and that all men are descended from the historical Adam and Eve, first parents of the entire human race.

We believe that the Lord Jesus Christ died for our sins, according to the Scriptures, as a representative and substitutionary sacrifice; and that all who believe in Him are justified on the grounds of His shed blood.

We believe in “that blessed hope,” the personal and imminent return of our Lord and Savior, Jesus Christ.

We believe that all who receive by faith the Lord Jesus Christ are born again of the Holy Spirit, and thereby become children of God, and are eternally secure in Him.

We believe in the bodily resurrection of the just and the unjust, the everlasting blessedness of the saved, and the everlasting punishment of the lost.

I/We have read the above and acknowledge that this is the Doctrinal Statement of Faith that will be taught at Bracken Christian School.

Signed: _____

Date: _____



Faculty Salary Schedule

Years of Experience	BA/BS	MA/MS	Phd.
0	\$21,000	\$22,000	\$23,000
1	\$21,500	\$22,500	\$23,500
2	\$22,000	\$23,000	\$24,000
3	\$22,500	\$23,500	\$24,500
4	\$23,000	\$24,000	\$25,000
5	\$23,500	\$24,500	\$25,500
6	\$24,000	\$25,000	\$26,000
7	\$24,500	\$25,500	\$26,500
8	\$25,000	\$26,000	\$27,000
9	\$25,500	\$26,500	\$27,500
10	\$26,000	\$27,000	\$28,000
11	\$26,500	\$27,500	\$28,500
12	\$27,000	\$28,000	\$29,000
13	\$27,500	\$28,500	\$29,500
14	\$28,000	\$29,000	\$30,000
15	\$28,500	\$29,500	\$30,500
16	\$29,000	\$30,000	\$31,000
17	\$29,500	\$30,500	\$31,500
18	\$30,000	\$31,000	\$32,000
19	\$30,500	\$31,500	\$32,500
20	\$31,000	\$32,000	\$33,000
21	\$31,500	\$32,500	\$33,500
22	\$32,000	\$33,000	\$34,000
23	\$32,500	\$33,500	\$34,500
24	\$33,000	\$34,000	\$35,000
25	\$33,500	\$34,500	\$35,500
26	\$34,000	\$35,000	\$36,000
27	\$34,500	\$35,500	\$36,500
28	\$35,000	\$36,000	\$37,000
29	\$35,500	\$36,500	\$37,500
30	\$36,000	\$37,000	\$38,000

Coaching Stipends

- \$2,000 - Per MS Sport (Head Coach)
- \$1,000 - Per MS Sport (Asst. Coach)
- \$4,000 - Per HS Sport (Head Coach)
- \$1,000 - Per HS Sport (Asst. Coach)

BACKGROUND CHECK

School Year 2018 – 2019

We are required by law and in compliance with ACSI to do a background check on all employees. During the ACSI accreditation we will be required to show that I have completed this check.

This will be done through The Texas Department of Public Safety. Please fill out the form below and put it in my box so I can get the information that I need to complete this background check.

Full Name with middle initial

Social Security Number _____

Birthday _____

Signature _____