



Jubilee Christian School

Imagine • Believe • Achieve

255 Washington Road

Pittsburgh, PA 15216

412-561-5917

Please note - Applications will not be reviewed without a cover letter, resume, and personal statement of Christian faith.

Faculty Employment Application

Personal Information

Name: _____

Address: _____

Telephone: _____ Home ____ or Cell Phone _____

Date of application: _____

Date of availability: _____

Indicate position you are applying for:

Why are you considering a change of position at this time?

Church Membership: _____

Educational Background

Starting with the most recent and extending back through high school, list the schools you have attended, the years attended and the degree(s) received.

School Name	Years Attended	Degree

Jubilee Christian School provides students with an exemplary education and enduring values, rooted in the gospel of Jesus Christ.

Certificate(s) Held (Please include agency, state, grade level/subject area, and dates of activity)

Work Experience

Begin with the most recent and work back. If you were in the education field, please provide the grade level or subject area, also.

Business/School:	Dates Employed
Address:	
Position:	
Reason for Leaving:	

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Address:	
Position:	
Reason for Leaving:	

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Please share other experiences which you feel would strengthen your application. Begin with the most recent experience and proceed in chronological order.

Personal and Professional Reference Data

Please provide the names and addresses, telephone numbers, email addresses, and occupation of at least **three personal and two professional references, including your most recent educational supervisor and your pastor.**

PERSONAL

1.

2.

3.

PROFESSIONAL

1.

2.

Recognition Data:

Please list honors or areas of achievement:

Please list any areas of school life (e.g. art, music, athletics, cheerleading, drama, etc.) in which you feel you have a personal interest. Indicate the amount of experience you have in those areas.

Questions for Personal Response (Please respond on a separate sheet of paper and submit with your application).

1. Give a statement of your philosophy of Christian Education, including why you feel called to teach at Jubilee Christian School.
2. Explain how you are growing in your relationship with the Lord (service in your church, community, discipleship, etc.)

Please remember that a copy of your personal statement of Christian faith must accompany your application in order for you to be considered for employment at Jubilee.

Statement of Faith

1. I believe in the triune God: God, the Father, the Son Jesus Christ, and the Holy Spirit.
2. I believe that the Bible is the Word of God and the truth by which the Holy Spirit enlightens our understanding of God, the world, and ourselves.
3. I believe that the Bible is the infallible, reliable, and applicable to today's world.
4. I believe that man was created in the image of God to enjoy Him and glorify Him forever. Therefore, each person possesses enormous value and potential – intellectual, emotional, and creatively.
5. I believe in the Deity of Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal and physical return in power and glory.
6. I believe that the world was perfect at creation, but man's sin destroyed our perfect relationship with God. In His love, God provided Jesus Christ as the perfect sacrifice for our sin; the person through whom a right relationship with God can be restored through faith. I believe that through the Holy Spirit, He renews our hearts for loving God and our neighbor. This is a free gift of God's grace apart from any works that man can do.

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**Please sign and include today's date if you agree with and personally subscribe to the school's statement of faith.*

Signature of Applicant

Date

Applicant's Certification and Agreement

I understand that Jubilee 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 authorize Jubilee Christian School to investigate references, work records, evaluations, education and 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.

Since I will be working with children, I understand that I must submit to all background checks required by the Department of Education in the Commonwealth of Pennsylvania. I will obtain these records as a part of the application process.

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 read and do understand the above statements.

Signature of Applicant

Date

Required background checks:

- Department of Human Services Child Abuse History Clearance
- Pennsylvania State Police Request for Criminal Records Check
- Federal Criminal History Record Information (CHRI)
- Fingerprinting

Please visit www.education.pa.gov for more information

Interview Process

1. Review Employee Handbook and Statement of Faith (located on school website under "Career Opportunities")

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2. Review job description and submit resume and statement of Christian faith to the Principal
Applicants will not be considered unless a resume and personal statement of Christian faith have been submitted
3. For those who move forward in the process, complete employment application and schedule initial interview
4. Initial interview/model lesson (determined by the Principal)
5. Follow-up interview, if necessary
6. Final decision by the Principal/Approval from School Board.

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