



SUSSEX CHRISTIAN SCHOOL

Challenging the Mind, Strengthening the Spirit

APPLICATION FOR SUBSTITUTE TEACHING POSITION

Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell: _____

Email Address: _____

Position Applying for: _____

Do you hold a teaching certificate? Yes No Type of Certification: _____

FORMAL EDUCATION:

| | Name & Location (City, State, Province) of School from which you Graduated | Christian School? Yes/No | How Long Did You Attend | Date of Graduation/ Degree Earned |
|--------------------------|--|--------------------------|-------------------------|-----------------------------------|
| Elementary School | | | | |
| High School | | | | |
| Colleges or Universities | | | | |
| | | | | |

EXPERIENCE IN EDUCATION (INCLUDE STUDENT TEACHING IF WITHIN PAST 5 YEARS):

| Name & Location of Schools in Which You Taught (Most Recent First) | Christian School? Yes/No | Grade(s) and/or Subjects Taught | Dates of Employment | Reason for Leaving |
|--|--------------------------|---------------------------------|---------------------|--------------------|
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JOB EXPERIENCE IN OTHER AREAS:

| Company Name and Address | Position | Dates of Employment | Reason for Leaving |
|--------------------------|----------|---------------------|--------------------|
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RELATED VOLUNTEER SERVICE:

| Name of Organization | Dates Volunteered | Description of Service |
|----------------------|-------------------|------------------------|
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SPIRITUAL LIFE:

Name of Church Attending: _____

Are you a member? Yes No Do you Regularly Attend Services? Yes No

What church activities do you or have you participated in? _____

Give a concise, but adequate, statement of your personal faith in Jesus Christ:

REFERENCES:

Please provide 4 references whom we have your permission to contact.

| Name | Address | Relationship | Phone # |
|------|---------|--------------|---------|
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| | | | |

PERSONAL INFORMATION:

Have you ever been convicted of a felony? Yes No

If yes, please explain: _____

Have you ever been discharged from a teaching position? Yes No

If yes, please explain: _____

AUTHORIZATION:

"I certify that the facts contained in this application and all attachments to be true and complete to the best of my knowledge and understand that, if employed, falsified statements made on this application and attachments shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers given to provide any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release Sussex Christian School from all liability for any damage that may result from utilization of such information."

Signature of Applicant: _____ Date: _____

Please submit the following with this completed application:

- A completed "Pastor's Recommendation Form"
- Current criminal history clearance and fingerprinting checks



PASTOR'S RECOMMENDATION FORM

APPLICANT'S INFORMATION

Instructions to Applicant: Please fill in your name and address, then forward this form to your pastor to complete.

Applicant's Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Home Phone #: _____ Cell Phone #: _____

Name of Church Attending: _____

Church Address: _____

PASTOR'S QUESTIONNAIRE

This individual is applying for a position at our school. We would appreciate it if you would answers the following questions to aid us in our decision making. Please mail the completed form to the attention of Robert Waters, Administrator, email to rwaters@sussexchristianschool.org, or fax to 973.875.5420. You may reach us by phone at 973.875.5595. Your prompt attention to this matter is greatly appreciated.

1. Is the applicant an active member of your church: Yes No

2. If no, please explain any circumstances which may be relevant to this situation:

3. Does the applicant regularly attend the worship services of your church: Yes No

4. In what church activities does the applicant participate:

5. What is your understanding of the applicant's spiritual condition:

(over)

6. Are there any other matters you feel would be helpful for us to know regarding this applicant?

7. Is your church doctrine consistent with our basis of instruction and creedal statement? (See below):

Yes No

Pastor's Name: _____ Signature: _____ Date: _____

INFORAMTION ON OUR BASIS OF INSTRUCTION

Our basis of instruction is set forth in Article III of the Constitution of Sussex Christian School and states, "The Association and all the instruction given in its school is based on the infallible Word of God as interpreted by our standards and confessions – namely the Heidelberg Catechism, the Belgic Confession, and the Canons of Dordt." It is our belief that God has made himself known in the Bible and in the world which He created and now sustains and governs by His almighty power and unchanging law.

The mission of Sussex Christian School is to prepare young people to live fully for God in a rapidly changing world with the ability to understand, evaluate, and transform their world from the foundation of God's unchanging Word.

Sussex Christian School's mission is based on God's infallible Word, the Bible, and its explication in the ecumenical creeds and confessions of the Reformed tradition.

There is one infinite, holy, loving, personal God who speaks to us in Scripture and reveals himself to us in his acts of creation, salvation, and renewal, as Father, Son, and Holy Spirit. As finite human beings created in God's image, we declare that it is our purpose and privilege to worship, honor, serve, and obey Him.

Sussex Christian School is dedicated in educating children to honor God, serve our neighbor, and care for His creation. Students are taught they are image-bearers of God and have the responsibility to develop their God-given abilities and potential. Because humans are mortal beings affected by sin, Sussex Christian School endeavors to develop in students an awareness of how they're to live as morally responsible individuals.

Sussex Christian School is open to students from homes where Christ is honored and served and are actively involved in a Christian church. No discrimination on the basis of race, sex, or national origin is made in admission of students or the employment of staff.

CREEDAL STATEMENT

I believe in God, the Father almighty, creator of heaven and earth.

I believe in Jesus Christ, His only Son, and Our Lord, who was conceived by the Holy Ghost and born of the Virgin Mary. He suffered under Pontius Pilate, was crucified, died, and buried; He descended into hell. The third day He rose again from the dead. He ascended into heaven and sits at the right-hand of God the Father almighty. From there He will come to judge the living and the dead.

I believe in the Holy Ghost, the holy catholic church, the communion of saints, the forgiveness of sins, the resurrection of the body, and the life everlasting. Amen.