



LAKESWOOD CHRISTIAN SCHOOLS

5336 ARBOR ROAD, LONG BEACH, CALIFORNIA 90808 | 562-425-3358

Application for Employment

Position Applying For

Date

Section ONE: Personal Information

First Name

Middle

Last

Maiden

Street Address

City

State

ZipCode

Cell Phone

Home Phone

Email Address

Social Security Number

Section TWO: Teacher/Substitute Teacher Applicants Complete this Section

College and University Training—Use separate sheets of paper if needed.

Name of School and Full Address	Dates Attended	Major	Minor	Units	Degree

Teaching Experience-Use separate sheets of paper if needed.

Name of Institution and Full Address	Grade	Subjects	Dates	Name of Administrator

Section THREE: Full Time Teacher Applicants complete this section.

Teaching Credentials and Certifications

Type of Certification	Date of Expiration	State Issuing

Grades you wish to teach-by preference 1. _____ 2. _____ 3. _____ 4. _____

Section FOUR: Substitute Teacher Applicants complete this section.

I am able to teach:

Monday Tuesday Wednesday Thursday Friday ALL

Grade Level:

K 1st 2nd 3rd 4th 5th 6th 7th 8th ALL

Section FIVE: Staff/Part-Time Teaching Applicants complete this section.

Position Desired:

- Teacher's Aide Middle School Elective Teacher
- Librarian Secretary
- Playground Daycare

Areas of Specialization or Practical Experience: _____

Section SIX: All applicants complete this section.

Hobbies, Special Interests, or Abilities? _____

Have you ever been convicted of any felony, or misdemeanor? **YES** or **NO**. If YES, please explain _____

How did you hear about our school? _____

List three references with full addresses and telephone numbers who know you and your work **PROFESSIONALLY**?

Name	Position	Street Address City State, Zip	Phone	Email

Name	Position	Street Address City State, Zip	Phone	Email

List three **PERSONAL** with full addresses and telephone numbers?

Name	Street Address City State, Zip	Phone	Email

Name	Street Address City State, Zip	Phone	Email

Other Employment

Type of work	Employer	Street Address City, State, Zip	Phone	Email	Dates Employed

Section SEVEN: All Applicants must complete this section.

STATEMENT OF FAITH: Please write a statement of approximately 100 words as to the basic content of your own faith and relationship with Jesus Christ.

Why are you interested in working at a Christian School?

Name the church you attend: _____

Attendance:

_____Regular

_____Occasional

_____Seldom

Are you a member? **YES**

NO

Lakewood Christian Schools reserve the right of dismissal due to behavior or lifestyle considered by this organization to be unbecoming of Christians to include the following: Co-habital living without marriage, Homosexual practices, Foul Language/Profanity, Use of Drugs beyond prescription. See personnel Handbook for details.

Signature of Applicant

Date

Employment at Lakewood Christian Schools is open to qualified individuals who are Christians of good character. Lakewood Christian Schools does not discriminate in employment or in terms or conditions of employment, on the basis of race, sex, national or ethnic origin, color, age, or disability. Lakewood Christian Schools is a religious educational ministry, and as such, utilizes religion as an employment criteria. All prospective and current employees must agree with the Lakewood Christian Schools mission statement, and they must be willing to conduct their lives in conformity with the school's statement of faith and the school's declaration and agreement to ethical and moral integrity, serving as a Christian role model.

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double sided printing purposes**

LAKEWOOD CHRISTIAN SCHOOLS

Code of Ethics for Ministering in the Christian School

Having the unique opportunity of ministering to our students spiritually, as well as academically teaching them, we choose to hold ourselves to a higher standard of excellence, so as to no hinder on of God's children from coming to Him

1. Commitment to the LORD

The Christian school teacher's first allegiance is to the Lord Jesus Christ. The lifestyle of the Christian teacher will be exemplary, demonstrating a "Christlikeness" and commitment to the Word of God. We will not engage in activity that is contrary to the Bible, including but not limited to, homosexuality, infidelity, unfaithfulness in marriage, cohabitation or intimate relations without marriage, public drinking, drug or tobacco use.

2. Commitment to the LOCAL CHURCH

The Christian school teacher will be actively involved in a local Bible teaching church.

3. Commitment to the PARENT

The Christian philosophy of education is unique in its view of parents. The Christian school teacher ought to always view the parent(s) as the primary authority in a child's life and strive to work together as partners in the educational process. The Christian teacher has a commitment to make every effort to keep communication with parents clear and consistent.

4. Commitment to the WHOLE CHILD

The Christian teacher sees the child as a social, intellectual, and spiritual. He/She strives to develop all these areas in a student's life, being aware that each effects the other. The teacher will share the gospel with each student whenever an opportunity arises.

5. Commitment to THOSE OVER YOU IN THE LORD

The Christian school teacher views authority from a Biblical perspective. Respect, deference, and obedience are evidence of that commitment. Questions and concerns are addressed to the proper individual(s) following the Matthew 18 principle. Grumbling, complaining, and gossip have no part in a Christian school faculty

Please sign and return this copy to be placed in your school personnel file.

Printed Name

Signature

Date

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double sided printing purposes**

CONFIDENTIAL: PASTOR'S REFERENCE FORM

This portion to be completed by applicant:

Name of Applicant: _____

Name of Pastor _____ Position _____

WAIVER OF RIGHT TO ACCESS: I, the undersigned, hereby voluntarily waive any right or privilege by Public Law 93-380 to inspect or challenge the content and comments expressed in this reference. I expect that the observations made shall remain confidential between the writer and Lakewood Christian Schools.

Signature of Applicant _____ Date _____

(The signing of this waiver is voluntary. It is not required as a condition for employment.)

INSTRUCTIONS TO REFERENT: Thank you for taking time to complete this reference form. We realize your time is valuable and we appreciate your willingness to help us. The clearer and more factual you can be enables us to serve the applicant in the best way possible. The person named above is applying for employment to Lakewood Christian Schools, a Christian institution whose purpose is to teach students through a Biblical worldview. It is highly essential that you be frank, fair, and accurate in your remarks and estimation. Please note the provision in the Family Education Rights and Privacy Act of 1974 as shown above. Although the applicant may voluntarily waive the right to review this reference, it is hoped that a spirit of openness and candor will exist between the applicant and the referent regarding the contents of this reference. Applicants are required to submit Reference Forms (and other documents) with the application. This ensures that the applicant knows the application is complete when submitted

After completing this form please return it to Lakewood Christian Schools.

1. How long have you known the applicant? _____Years _____Months
2. Are you acquainted with the applicant's spiritual life? _____
Business Life? _____
Social Life? _____
3. As far as you are aware, Is the applicant saved? Yes No
4. In what capacities ash (s)he been active in your church? _____
5. Has (s)he have any significant talents or special abilities? Yes No
Please Explain: _____
6. Have you noted any particular personality weaknesses? Yes No
Please Explain: _____
7. Have you noted any emotional problems that would hinder the applicant in guiding children?
 Yes No
If yes, Please Explain: _____
8. Is the applicant living a consistent Christian Life? Yes No
9. Are you aware of any criminal or social problems Yes No
If yes, Please Explain: _____
10. Do you have any reservations in recommending this person? Yes No
If yes, Please Explain: _____
11. Do you have any reason to doubt the applicant's integrity? Yes No
If yes, Please Explain: _____

Mark the traits that best describe the applicant. (Please select **only one** for each trait)

1. Spiritual Life

- No interest in spiritual growth
- Small Evidence of Spiritual Growth
- Average
- Shows growth and separated living
- Consistent; mature.

2. Purposefulness

- Aimless, no evident goals
- Vacillating in purpose
- Average
- Self-Directed
- Strives to realize well formed goals

3. Teachable

- Rigin, Argumentative
- Highly Opinionated
- Open Minded
- Willing to receive instruction
- Eager to receive instruction

4. Teamwork (ability to work with others)

- Frequently causes friction
- Prefers to work alone
- Usually cooperative
- Able to work with those of a different personality and temperament
- Most effective in teamwork

5. Responsiveness (to feelings and needs of others)

- Indifferent to how others feel
- Slow to sense how others feel
- Reasonably responsive
- Understanding and Thoughtful
- Responds with unusual insight and consideration

6. Leadership (ability to inspire others and maintain their confidence)

- Makes no effort to lead
- Tries, but lacks ability
- Has some leadership promise
- Good leadership ability
- Unusual ability to lead.

7. Emotional Adjustment

- Downhearted, blue, depressed
- Tense, fearful, worried
- Easily angered, easily frustrated
- Maintains balance, self controlled
- Emotionally healthy, secure, self confident

8. Achievement (ability to formulate, execute, and carry plans to conclusion)

- Does only what is assigned
- Starts but does not finish
- Meets average expectations
- Resourceful and effective
- Superior creative ability

Do you recommend this applicant? No Questionable Yes Strongly So

Please add any further comments you wish about the applicants spirituality, cooperativeness, tactfulness, good judgment, and honesty. _____

Pastor's Name (please print) _____

Pastors Signature _____ Date _____

Church _____

Denomination affiliation _____

Address _____ City _____ State _____ Zip _____

Phone (_____) _____ - _____ Email _____

Please mail this form to:
Lakewood Christian Schools
Attn: Employment
5336 Arbor Road
Long Beach, Ca 90808