

Expression of Interest/Application for Employment

Faith Bible Chapel International

Faith Christian Academy, Sonshine Center, Coach, Intern

04/2017

Expression of Interest Section

(Please legibly print entire application)

Date: _____ Full Legal Name: _____

Day Telephone: _____ Cell Phone: _____ Email Address: _____

Address: _____ City: _____ State: _____ Zip: _____

Position(s) Applying for: _____

Indicate which division of Faith Bible Chapel International you are applying to:

FBCI FCA Sonshine Center Intern

If applying for **teacher**, which grades and subjects are you prepared to teach? _____

Have you worked for Faith Bible Chapel International in the past? yes no

If yes, what position did you hold? _____

Are you younger than 18? yes no

If hired, can you provide proof of your age? yes no

Have you used illegal drugs in the last two years? yes no

Have you been convicted of or pled guilty to a felony? yes no

(Neither a plea nor a conviction will necessarily disqualify you for employment, but all decisions are reserved to FBCI in its sole discretion).

Do you have the legal right to work in the United States? yes no

Employment is contingent upon satisfactory proof of legal ability to work in the United States. All applicants who receive job offers must complete Form I-9 and provide identification to verify they may work in the U.S.

Have you worked using other names? yes no

If yes, list all other names you have used: _____

FBCI Employment Requirements

If selected to work for Faith Bible Chapel International, you will be visible and viewed as a representative of our organization, a witness of Christianity and Jesus Christ. We require that each staff member commit to certain lifestyle expectations, be in a position to effectively minister to others, and be maturing as a believer.

At a minimum, this means you adhere to and uphold the following statements:

- Attend a biblically based church on a regular basis - (may be required to attend Faith Bible Chapel)
- Understand the importance of and have committed to tithing
- Commit willingly to refrain from:
 - Abusing, distributing, or promoting prescription drugs, alcohol, marijuana, tobacco and gambling
 - Cultivation, manufacture, use, distribution, promotion or sale of illegal drugs
 - Participating in or viewing pornography or homosexuality of any type
 - Breaking any criminal laws or contributing to the delinquency of minors
- Committed to sexual purity

_____ **By initialing here, I agree to and follow the employment requirements as outlined above.**

If you meet ALL of the above requirements, you may proceed to the following pages.

If you do not meet ALL of the requirements above, we welcome you to re-apply when you do meet them.

Application for Employment Faith Bible Chapel International

Complete entire application including individual sections within this packet specific to the position you are seeking at FBCI, Faith Christian Academy, Sonshine Center, Coach, or Intern

Employment Experience

Starting with your present job, list your last three employers. ***(Must complete, even if attaching your resume).***

From	To	Employer Name, Address, Phone Number	Hourly Rate/Salary	Job Title and Work Performed	Reason for Leaving

Personal References

List those familiar with your capabilities, including the supervisors previously noted under "Employment Experience."
(Do not list relatives)

Name	Relationship	Address	Telephone Number

Education

	High School	College/University	Graduate/Professional	Other
School Name and City				
Years Completed	9 10 11 12 GED	1 2 3 4	1 2 3 4	1 2 3 4 5
Diploma/Degree				
Course of Study				
Please describe any specialized training, apprenticeships, skills, honors, and extra-curricular activities				

Faith Bible Chapel International Statement of Faith

We believe...

- the Bible to be the divinely inspired, infallible, inerrant, and authoritative Word of God.
- there is one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Spirit.
- in the virgin birth of the Lord Jesus Christ, His deity, His sinless humanity, the eternal all-sufficiency of His atoning death, His bodily resurrection, His ascension to the Father's right hand, and His personal, future return to this earth in power and glory.
- each human must receive the gift of eternal life through Jesus Christ to live forever in Heaven with God.
- in the ministry of the Holy Spirit who convicts, regenerates, baptizes, indwells, enlightens, and empowers believers for godly living and imparts spiritual gifts for the edification of the body of Christ.
- God did not reject Israel, His people, for God's calling is irrevocable. Therefore, for the sake of God, we offer friendship and support to the people and nation of Israel and the Jewish people.
- the church is the spiritual body of which Christ is the head, both functionally and eternally. We observe the ordinances of Christian baptism by immersion for believers and the Lord's Supper.
- in the resurrection of the human body and the eternal existence of all people in heaven or hell.

Without mental or other reservation, I hereby subscribe to the above statements. (Please sign below if you completely agree.)

Signature: _____ Date: _____

Applicant's Christian Testimony and Perspective

Faith Bible Chapel International is a non-profit Christian organization which is a Christ-centered, Spirit-led family of faith with a simple mission: change lives and change the world. Because of the unique nature of our ministry, we require that our employees be committed to our Christian perspective. All FBCI employees are involved in times of prayer for the specific needs of those we serve. Employees also actively participate in departmental and company-wide devotional times. Please take a moment to answer the following questions that will help us evaluate our compatibility. Thank you for sharing your thoughts with us.

Provide your statement of Christian testimony and experience. If needed, attach another sheet or use the back of this page.

- Do you have a personal relationship with Jesus Christ? yes no
- Do you use tobacco of any type? yes no
- Do you use marijuana? yes no
- Do you use or abuse alcohol? yes no
- Do you agree that the Bible condemns homosexual acts, premarital sex, and extramarital sex? yes no
- Do you participate in, promote, or condone any of the above activities? yes no
- Do you participate in or view pornography? yes no
- Do you participate in gambling or have a gambling addiction? yes no
- Do you regularly attend church? yes no
- Do you regularly commit to tithing to your church? yes no

Name of your church? _____ Name of your pastor? _____

In what ways are you currently actively involved in your church and/or other Christian organizations? _____

Driving History

Do you have a valid Colorado Driver's License? yes no

Do you have a clean driving record (no moving violations)? yes no

Do you know of any reason you are not qualified to drive our vehicles? yes no

Has your Driver's License in any state ever been surrendered, denied, suspended, revoked, restricted or placed on probation? yes no

If yes, please explain here: _____

I authorize FBCI to obtain a copy of my motor vehicle record for the past 7 years yes no

Driver's License State: _____ Driver's License Number: _____ Expiration Date: _____

ALL Applicants Complete Office, Computer, and Special Skills Section

List word processing systems, accounting, and spreadsheet programs you have used: _____

Other computer skills: _____

Office equipment you have used: _____

Additional office skills not listed above: _____

Summarize special skills and qualifications acquired from employment, military service, or other experience: _____

Please complete the following sections that apply to the position(s) you are seeking

Applicants for Teacher or Teacher Aide at Faith Christian Academy Complete Following Section

Teacher certification: yes no in process of obtaining at (Name of Institution) _____

Type of certificate: _____ State: _____

Student teaching: (subject and place) _____

Critique teacher: (new teachers) _____

Address: _____ Telephone: _____

Attach the Following to This Completed Application on Separate Sheets of Paper

- A copy of your teaching certificate. Please request official transcripts be sent to FCA from any college or university attended.
- A list of all Bible college classes you have taken (*include name of course, place taken, and dates attended*).
- A list of any special training and coursework you have had in Christian philosophy of education. (*include name of course, place taken, and dates attended*).
- List briefly your experience with children other than teaching (if any).
- Discuss how you would create a positive learning climate in your classroom.
- List any other experience or skills that you believe are pertinent to a position at FCA.
- Briefly describe what you believe makes a highly effective teacher.
- Share the contributions you would hope and expect to make to the students and staff of FCA.
- In 250 words or less share a concise version of what you believe to be the most significant differences between the philosophy of Christian education and the philosophy of secular education.
- Three letters of reference.

Applicants for Coaching at Faith Christian Academy Complete Following Section

Coaching Skills, Special Skills, Other Qualifications

List sports that you have coached and the level of team(s) you have worked with: _____

List sports you are prepared to coach and the level at which you have personally participated: _____

At what level (middle school, freshmen, JV, or varsity) are you qualified to coach the team sport you are applying for? _____

List successful team-building strategies you have used: _____

Summarize special skills and strategies that make you successful: _____

Other comments pertinent to coaching at Faith Christian Academy: _____

**Applicants for Sonshine Center Infant Care and Early Childhood Education Center
Complete Following Section**

Childcare Skills

***** To qualify as a group leader applicant be at least 18 years of age and must have at least one of the following: *****

X if applicable	
	Bachelor's degree from accredited college or university with a minimum of two, three-semester hours of early childhood education courses with one course being either introduction to early childhood education (ECE 101) or guidance strategies (ECE 103) and at least six months (910) hours of satisfactory experience
	Two-year degree in child development or early childhood education & six months (910) hours of satisfactory experience
	Current certification as a Child Development Associate (CDA) or Certified Child Professional (CCP) or other Department-Approved credential
	12 semester hours in college-level credits in child growth and development and/or early childhood education and nine months (1,395) verified hours of experience in the care and supervision of four or more children under the age of six **
	Completion of vocational/occupational education sequence in child growth and development and 12 months (1,820 hours) of verified experience in the care and supervision of four or more children under the age of six **
	24 months (3,640 hours) of verified experience in the care and supervision of four or more children under the age of six PLUS either a current Colorado Level 1 credential OR two three-credit college courses with one course being Intro to Early Childhood Education (ECE 101) or Guidance Strategies (ECE 103)

**** ALL EXPERIENCE MUST BE WITH CHILDREN NOT RELATED TO THE APPLICANT**

Based on the criteria above, are you group leader qualified? yes no

List any childcare experience, including but not limited to, working in a childcare facility, volunteering in Sunday School or any other similar experience: _____

Other skills pertinent to childcare: _____

All Applicants Complete the Following Sections

Permission for Background Check

Due to the presence of a K-12 school and daycare facility on the grounds of Faith Bible Chapel International, we request that applicants voluntarily provide their date of birth and social security number with the understanding that a Colorado Bureau of Investigation background check will be performed. Providing the following information will constitute your authorization to conduct a background search.

Application will not be processed without the following information

Date of Birth: _____ **Social Security Number:** _____

***** Date of birth and Social Security number MUST be provided to process application *****

***If you have lived in Colorado for less than three years, please provide complete previous address.**

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Applicant Certification

I certify that the information contained in this application and any attachments are complete and true to the best of my knowledge and agree to have my statements and representations checked by Faith Bible Chapel International unless I have indicated in writing to the contrary. I authorize the references listed herein to provide Faith Bible Chapel International with information concerning my previous employment and to disclose other pertinent information they may have. I also authorize Faith Bible Chapel International to obtain and review my motor vehicle records, and to have a criminal background check performed by the Colorado Bureau of Investigation and/or by such other public and private entities as, in its sole discretion, it may determine. Further, I release all parties from all liability and claims for all damages and injuries that may result from the use of such information. I agree that Faith Bible Chapel International is under no obligation to verify the accuracy of the information provided to it by third parties, and that it can rely on such information in the application process in its sole discretion. I understand that any misrepresentation, falsification or material omission of information may result in my failure to receive an offer, or if I am hired, in my dismissal from employment.

In consideration of my employment, I agree to abide by the rules and standards of Faith Bible Chapel International and agree that my employment and compensation can be terminated at-will, with or without cause, and with or without notice at any time, either at my option or at the option of Faith Bible Chapel International, and that my promise to adhere to and faithfully obey the rules and standards of Faith Bible Chapel International does not create a contract of employment. I understand that no employee or representative of Faith Bible Chapel International, other than the Director of Human Resources or an Officer of FBCI, has authority to enter into an agreement for employment for any specified period of time or to make any agreement contrary to the foregoing. Further, neither the Director of Human Resources nor any Officer of FBCI may alter the at-will nature of the employment relationship unless [he/she] does so specifically and in writing. Accordingly, I acknowledge that I may not rely on any written assurance from any other person or on the verbal assurance, conduct or custom of any person regarding the term or any other condition of my employment. I also understand that all offers of employment are conditional on the provision of satisfactory proof of an applicant's identity and legal eligibility to work in the United States. Further, I understand that submitting an application and/or being interviewed does not guarantee employment. I understand and agree that if I am hired by Faith Bible Chapel International it may, in its sole discretion, at any time change its personnel policies and may also change my job responsibilities, wages, and benefits, with or without notice.

Applicant's Signature: _____ **Date** _____

(this application contains six pages)

Return Completed Application to:

**Faith Bible Chapel International
Human Resources Department
12189 West 64th Avenue Arvada, CO 80004**