

**LIGHTHOUSE CHRISTIAN ACADEMY  
INITIAL APPLICATION FOR EMPLOYMENT  
TEACHER**



**LIGHTHOUSE CHRISTIAN ACADEMY  
1201 WEST THAT ROAD  
BLOOMINGTON, INDIANA 47403  
[WWW.LIGHTHOUSE-CHRISTIAN.COM](http://WWW.LIGHTHOUSE-CHRISTIAN.COM)**

## Vision Statement

LCA is an interdenominational school that glorifies God in supporting Christian families by providing a biblically-integrated and academically-excellent education. An LCA student will be equipped to impact his world by exhibiting strong Christian character including service to God and to others, and by demonstrating academic achievement, biblical leadership, and the ability to articulate and defend a Christian worldview in all areas of life.

## Mission Statement

The mission of Lighthouse Christian Academy is to partner with Christian parents to provide a biblically-integrated and academically-excellent education to develop each child's Christ-like character, intellectual ability and physical health to the glory of God.

## Statement of Faith

- We believe the Bible, the Scriptures of the Old and New Testaments, to be the only infallible, inspired and authoritative Word of God (2 Timothy 3:16-17).
- We believe there is only one God, eternally existent in three persons, God the Father, Jesus Christ the Son, and the Holy Spirit (Deuteronomy 6:4; Matthew 28:19-20).
- We believe in the deity of our Lord Jesus Christ (John 1:1, 14; Colossians 2:9), in His virgin birth (Matthew 1:23), in His sinless life (2 Corinthians 5:21; Hebrews 4:15), in His miracles (John 2:11, 20:30-31), in His atoning death through His shed blood (1 Corinthians 15:3; 1 John 2:2), in His bodily resurrection (Acts 2:32), in His ascension to the right hand of the Father (Luke 22:69), and in His personal return in power and glory (Matthew 16:27; Acts 1:11; Revelation 22:12).
- We believe that God created man, male and female, in His own image (Genesis 1:26-27; Matthew 19:4). It pleased God to create man two distinct biological sexes, male and female, and each man bears the life-long responsibility of confessing and fulfilling God's law and purpose for the biological sex which God alone unalterably assigned him at the moment of conception (Deuteronomy 22:5; Psalm 139:13-16; 1 Corinthians 6:9-11).
- We believe that Adam and Eve's disobedience to God brought sin into the world (Genesis 3; Romans 5:14-21). Man thus alienated himself from God, his neighbor, and the world (Isaiah 59:2; Colossians 1:21). All mankind except Jesus Christ are sinners, have sinned, and come short of the glory of God (Romans 3:9-20).
- We believe Jesus Christ is the ONLY Savior of sinners, the ONLY way to the Father (John 3:16, 14:6). Christ died as a substitute for sinners and was raised from the dead so that man could be reconciled to God (Romans 5:8; 2 Corinthians 5:21).
- We believe that eternal life is a gift of God received personally through faith alone in Jesus Christ alone (John 3:16; Acts 16:14). Eternal life is neither deserved by anyone nor can it be earned by good deeds (Ephesians 2:8-9).
- We believe that the Holy Spirit has come to glorify Christ and to apply the saving work of Christ to our hearts (John 3:3-8). He convicts us of sin and draws us to the Savior (1 Corinthians 2:11-14). Indwelling our hearts, He gives new life to us, empowers and imparts gifts to us for service (Romans 8:14). He instructs and guides us into all truth (John 16:13), and seals us for the day of redemption (Ephesians 4:30).
- We believe that the true Church is composed of all persons who, through saving faith in Jesus Christ and the sanctifying work of the Holy Spirit, are united together in the body of Christ (Romans 12:4-5; Ephesians 2:19-22). The Church finds her visible, yet imperfect, expression in local congregations where the Word of God is preached in its purity (2 Timothy 4:2); where the sacraments of Baptism (Acts 2:38; Matthew 28:19) and the Lord's Supper (1 Corinthians 11:23-26) are administered in their integrity; where scriptural discipline is practiced (Matthew 18:15-20; 1 Corinthians 5:1-5); and where loving fellowship is maintained (Acts 2:42).
- We believe that the term marriage has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Genesis 2:18-25). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Corinthians 6:18; 7:2-5; Hebrews 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.
- **We believe that God has charged parents with the responsibility of bringing up their children in the "nurture and admonition of the Lord." (Ephesians 6:4). Christian schools can be of great assistance to the parents in this crucial task.**



**TEACHER  
INITIAL APPLICATION**

Thank you for your interest in **Lighthouse Christian Academy**. We realize that at the heart of a successful Christian school is its staff. We are seeking applicants who are professionally qualified, who have a demonstrated love of children, and who, by the pattern of their lives, are Christian role models (Luke 6:40).

We invite you to fill out this application and return it to our school office. We will also contact your references. If we have continued interest in your candidacy, we will arrange for a personal interview.

**A. APPLICANT'S CONTACT INFORMATION**

Full name \_\_\_\_\_

Application date \_\_\_\_\_ Date available for employment \_\_\_\_\_

Present address \_\_\_\_\_ Permanent \_\_\_\_\_ Temporary \_\_\_\_\_

Street \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Apartment \_\_\_\_\_

Phone numbers (Include Area Code) \_\_\_\_\_ Best time to call \_\_\_\_\_

Home \_\_\_\_\_ Work \_\_\_\_\_

Cell \_\_\_\_\_ Alt. \_\_\_\_\_

Email address \_\_\_\_\_

Primary \_\_\_\_\_

Alternate \_\_\_\_\_

Please list any additional addresses where you have resided at any time during the past five years.

**B. POSITION DESIRED**

Please indicate as desired 1st, 2nd, 3rd choice in the line on the left. Indicate the grades or subjects in order of preference in the center. Indicate your desired Full Time Equivalency status on the right.

Area of Interest	Grade Level and/or Subjects	Desired FTE Status
___ Kindergarten	_____	___ Full Time
___ Elementary (K-4)	_____	___ Part Time
___ Middle School (5-8)	_____	___ Hourly
___ Secondary (9-12)	_____	

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

Can you submit verification of your legal right to work in the US?

\_\_\_ Yes (Upon hiring, appropriate documentation will be required)

\_\_\_ No (If not, please indicate reason) \_\_\_\_\_

Please list activities or sports that you would be qualified and willing to direct, sponsor, or coach.

Indicate grade or ability levels. \_\_\_\_\_

What would you like to be doing five years from now? \_\_\_\_\_

**C. CHRISTIAN BACKGROUND AND EXPERIENCE**

Briefly describe your Christian testimony either in typed format or in your own handwriting on separate paper. Please carefully read our Statement of Faith and indicate your degree of support. The Statement of Faith is included at the beginning of this application.

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

\_\_\_ 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.

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 (Please explain) \_\_\_\_\_

What is your denominational experience/preference? \_\_\_\_\_

What is your local church affiliation? \_\_\_\_\_

Are you presently a member in good standing? \_\_\_\_\_ Number of years \_\_\_\_\_

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

What other Christian service have you participated in since becoming a Christian? \_\_\_\_\_

Please describe your value and routine of personal Bible study and prayer. \_\_\_\_\_

Please list any books that you have read that have helped you spiritually. \_\_\_\_\_

**D. PROFESSIONAL QUALIFICATIONS**

Please attach photocopies of all your postsecondary transcripts. Should you be offered a position, official copies of your transcripts must be provided to the school for inclusion in your personnel file.

<b>Education</b>	<b>Degree</b>	<b>College/University</b>	<b>Graduation Year/Semester</b>	<b>Hours Completed</b>
Undergraduate	_____	_____	_____	_____
Graduate	_____	_____	_____	_____
Concentration	_____	_____	_____	_____
Endorsements	_____	_____	_____	_____
Specialization	_____	_____	_____	_____

Cumulative Grade Point Average: Undergraduate GPA \_\_\_\_\_ Graduate GPA \_\_\_\_\_

Please attach photocopies of all your certifications and licenses. Should you be offered a position, official copies of each must be provided to the school for inclusion in your personnel file.

<b>Certifications/License Description/Level</b>	<b>Valid Through (Year)</b>
State License _____	_____
ACSI Certification _____	_____
Other Certification _____	_____
Other Certification _____	_____

If you do not hold a license or a certificate, what do you lack?

\_\_\_\_\_  
\_\_\_\_\_

Would you be willing to work toward a certification?    \_\_\_ Yes    \_\_\_ No

**Please attach a typed copy of your personal Christian philosophy of education, and how you would implement it as a teacher or principal at Lighthouse Christian Academy.**

Sequentially list your teaching/administrative experience with most recent first.

School Name	Grades/Subjects	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

To what degree are you familiar with various Christian and/or secular textbook series (ACSI, A Beka, Bob Jones, Summit Ministries, University of Chicago Math, etc.)?

\_\_\_\_\_  
\_\_\_\_\_

List any other educational advantages that you have had, including opportunities for travel.

\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_

Please list any works you may have had published.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you had any courses in the Christian Philosophy of Education? If so, where and when?

\_\_\_\_\_  
\_\_\_\_\_

Have you had other courses giving specific training for Christian schools? Give details.

\_\_\_\_\_  
\_\_\_\_\_

Please list any conferences or seminars that you have led or participated in recently.

\_\_\_\_\_  
\_\_\_\_\_

Describe how the teacher/principal evaluation process has been helpful to you.

**E. PERSONAL PHILOSOPHY**

On separate paper please label and succinctly answer in one or two paragraphs each of the questions below. This section may be typed.

1. Why do you wish to teach in a Christian school? Why LCA?
2. What are the main characteristics that distinguish a Christian school from a public school?
3. What do you consider to be the proper classroom atmosphere for learning?
4. What is your philosophy of discipline?
5. What areas do you feel are your strengths? Weaknesses?
6. What do you believe about the origin of the earth and mankind?
7. Please summarize any additional information that you would like to present regarding your candidacy for this position.

**F. EMPLOYMENT HISTORY**

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may follow the same format on the reverse.

Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_  
Company \_\_\_\_\_ May we contact? \_\_\_ Yes No \_\_\_  
Address \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_  
Company \_\_\_\_\_ May we contact? \_\_\_ Yes No \_\_\_  
Address \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_  
Company \_\_\_\_\_ May we contact? \_\_\_ Yes No \_\_\_  
Address \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

Have you ever worked under a different name for any of the employers you have listed? If yes, what was the name or names?

\_\_\_ No, I have never worked under a different name.

\_\_\_ Yes \_\_\_\_\_

Have you served in the military? If yes, what type of training or education did you receive?

\_\_\_ No, I have never served in the military.

\_\_\_ Yes \_\_\_\_\_

### G. PERSONAL REFERENCES

Please give three references who are qualified to speak of your *spiritual experience and Christian service*. **Please list your current pastor first.** Do not list family members or relatives for references.

Name \_\_\_\_\_ Relation \_\_\_\_\_

Address \_\_\_\_\_ Phone 1 \_\_\_\_\_

\_\_\_\_\_ Phone 2 \_\_\_\_\_

Name \_\_\_\_\_ Relation \_\_\_\_\_

Address \_\_\_\_\_ Phone 1 \_\_\_\_\_

\_\_\_\_\_ Phone 2 \_\_\_\_\_

Name \_\_\_\_\_ Relation \_\_\_\_\_

Address \_\_\_\_\_ Phone 1 \_\_\_\_\_

\_\_\_\_\_ Phone 2 \_\_\_\_\_

Please give three references who are qualified to speak of your *professional training and experience*. **Please list your current or most recent principal or supervisor first.**

Name \_\_\_\_\_ Relation \_\_\_\_\_

Address \_\_\_\_\_ Phone 1 \_\_\_\_\_

\_\_\_\_\_ Phone 2 \_\_\_\_\_

Name \_\_\_\_\_ Relation \_\_\_\_\_

Address \_\_\_\_\_ Phone 1 \_\_\_\_\_

\_\_\_\_\_ Phone 2 \_\_\_\_\_

Name \_\_\_\_\_ Relation \_\_\_\_\_

Address \_\_\_\_\_ Phone 1 \_\_\_\_\_

\_\_\_\_\_ Phone 2 \_\_\_\_\_

**H. APPLICANT AUTHORIZATION TO RELEASE REFERENCE INFORMATION**

I have made application for a position as a **teacher or principal** with **Lighthouse Christian Academy**. By my signature herein, I authorize the 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 all other matters related to my suitability for employment.

By my signature herein, 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.

In addition, by my signature herein, I hereby release **Lighthouse Christian Academy**, my former employers, references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.

By my signature herein, I waive the right to ever personally view any references given to **Lighthouse Christian Academy**.

By my signature herein, I agree that a photocopy or facsimile copy of this document and any signature shall be considered for all purposes as the original signed release on file.

By my signature herein, I certify that I have carefully read and do understand the above statements.

\_\_\_\_\_  
APPLICANT'S NAME (PLEASE PRINT)

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

**I. APPLICANT CERTIFICATION AND AGREEMENT**

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

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

Since I will be working with children, 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 that it could 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.

I understand that this is only an application for employment and that no employment contract is being offered at this time.

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APPLICANT'S NAME (PLEASE PRINT)

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APPLICANT'S SIGNATURE

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DATE

### NON-DISCRIMINATORY POLICY

Lighthouse Christian Academy admits students of any race, color and national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. We do not discriminate on the basis of race, color, national and ethnic origin in the administration of its educational policies, admission policies, Tuition Assistance programs, and athletic and other school-administered programs.

### APPLICANT'S CHECK LIST

- ✓  Completed Application
- ✓  Christian Testimony Page 5
- ✓  Photocopies of Postsecondary Transcripts Page 6
- ✓  Photocopies of Certifications and Teacher License Page 6
- ✓  Personal Christian Philosophy of Education Page 6
- ✓  Personal Philosophy Paragraphs Page 8
- ✓  Reference Section Complete Page 9
- ✓  Signed Authorization to Release Reference Information Page 10
- ✓  Signed Certification and Agreement Page 11
- ✓  Any Additional Explanations
- ✓  Signed Notification for Criminal Background Check Supplemental