

Northshore Christian Academy Administrator Application – 2011-2012

A Ministry Of Northshore Christian Church

5700 – 23rd Drive West, Everett, WA 98203

Phone (425) 407-1119 Fax: (425) 322-2386 www.northshorechristianschools.org



DATE: _____

FULL NAME: _____	
ADDRESS: _____	HOME PHONE: _____
_____	WORK PHONE: _____
EMAIL ADDRESS: _____	CELL PHONE: _____
DO YOU CURRENTLY SMOKE? _____ YES _____ NO	
POSITION(S) DESIRED: _____ REFERRED BY: _____	
CURRENTLY EMPLOYED? _____ YES _____ NO	

EMPLOYER NAME	POSITION OR TITLE	DATE EMPLOYED		EARNING	
		FROM	TO	STARTING	FINAL
SUPERVISOR: _____		PHONE NUMBER: _____			

REASON FOR LEAVING _____	MAY WE CONTACT THIS EMPLOYER? _____
GENERAL DUTIES _____	

EMPLOYER NAME	POSITION OR TITLE	DATE EMPLOYED		EARNING	
		FROM	TO	STARTING	FINAL
SUPERVISOR: _____		PHONE NUMBER: _____			

REASON FOR LEAVING _____	MAY WE CONTACT THIS EMPLOYER? _____
GENERAL DUTIES _____	

EMPLOYER NAME	POSITION OR TITLE	DATE EMPLOYED		EARNING	
		FROM	TO	STARTING	FINAL
SUPERVISOR: _____		PHONE NUMBER: _____			

REASON FOR LEAVING _____	MAY WE CONTACT THIS EMPLOYER? _____
GENERAL DUTIES _____	

EDUCATION AND TRAINING

KIND OF SCHOOL OR TRAINING	NAME OF SCHOOL AND LOCATION	DATES ATTENDED		GRADUATED		MAJOR COURSES AND DEGREES
		FROM	TO	YES	NO	
HIGH SCHOOL						
COLLEGE/UNIVERSITY						
COLLEGE/UNIVERSITY						
GRADUATE						
OTHER						

PERSONAL REFERENCES TO CONTACT (PLEASE LIST THREE; DO NOT INCLUDE RELATIVES)

NAME AND OCCUPATION	ADDRESS (STREET – CITY – STATE – ZIP)	HOME PHONE WORK PHONE	YEARS KNOWN

Are there any reasons why you could not fulfill the duties outlined in the job description? (see attached) _____

Are there any reasons why you could not join and become an active member of Northshore Christian Church? _____

Do you, without reservation, hold the Bible to be the only verbally inspired and infallible Word of God, our final authority in all matters of faith, conduct and truth? Yes _____ No _____

Do you agree with the NCA doctrinal statement without reservation? (see attached) Yes _____ No _____

On separate paper, please label and succinctly answer, in one or two paragraphs, each of the following questions:

1. Please describe your Christian testimony and baptism experience.
2. Why do you wish to have a part in Christian education?
3. What is your philosophy of Christian education?
4. The vice-principal articulates the vision, mission and priorities of his/her school to the community and media and builds community support for church and school and school priorities and programs.
 - a. Describe the school climate and school culture that you would develop as vice-principal.
 - b. Describe examples of communication that you would routinely use with your faculty and school families.
5. The vice-principal actively supports the church and school mission and participates in school wide efforts to improve teaching and learning. The vice-principal applies the principles of student development to create a learning environment and educational program that provide spiritual, social, emotional, and intellectual success for all students.
 - a. Provide examples that demonstrate your skills in improving teaching and learning in a middle school program.
 - b. Provide examples that demonstrate your skills in developing a school environment that resulted in spiritual, social, emotional and intellectual success for all students.
6. The vice-principal demonstrates commitment to personal and professional growth for him/herself and others.
 - a. Describe classes or training that you have taken in the past two years.
 - b. Describe training that you have led in the past two years.
7. Please summarize any additional information that you would like to present regarding your qualifications for this position.

ALL APPLICANTS, PLEASE ANSWER THE FOLLOWING QUESTIONS

Denomination preference: _____ Church affiliation/City: _____

Pastor's Name: _____

Previous church: _____ Years? _____

What do you believe about the origin of the earth and mankind? _____

Are you affiliated with any denominations or organizations, religious or secular? Please list. _____

What Christian service activities are you involved in, and with what degree of regularity? _____

Describe your routine of personal Bible study and prayer. _____

What books have you read recently that have helped you spiritually or professionally? (Give name, author, and date read)

DISCLOSURES

Have you ever been convicted of any crimes as defined in Section 1 of Chapter 485, Law of 1987, and listed as follows: Aggravated murder, first or second degree murder; first or second degree kidnapping; first, second or third degree statutory rape; first or second degree robbery; first degree arson; first degree burglary; first or second degree manslaughter; first or second degree promoting prostitution; communication with a minor; unlawful imprisonment; simple assault; sexual exploitation; first or second degree criminal mistreatment? No ___ Yes ___

Have you ever been found in any dependency action under RCW 13.34.030(2)(b) to have sexually assaulted or exploited any minor or exploited any minor to have physically abused any minor? No ___ Yes ___

I understand that Northshore Christian Academy is an equal opportunity employer, and as such does not discriminate in its employment practices against any person because of race, color, and national or ethnic origin.

I hereby certify that the facts set forth in this initial application are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement or significant omission of fact may prevent me being hired, or if hired, may subject me to immediate dismissal.

I authorize Northshore Christian Academy to inquire about my work and personal history, and to verify all data given in my application for employment, related papers, or oral interviews. I authorize the giving and receiving of any information requested by Northshore Christian Academy and I release from liability any person, organization, or company giving or receiving any such information.

I understand that Northshore Christian Academy ("NCA") expects its employees to conduct their professional and personal lives in a manner that reflects NCA's evangelical Christian character. I understand that NCA expects its employees to refrain from behavior that conflicts with evangelical Christian standards including, but not limited to, immoral cohabitation; alcohol or substance abuse including drunkenness and illegal drug use; and inappropriate speech such as vulgar or sexually suggestive words, gossip, and insubordination. If I am employed by NCA, I agree to abide by these expectations.

Applicant's Signature _____

Date: _____