



# CROSSROADS CHRISTIAN SCHOOL

P.O. Box 249 ♦ Henderson, NC 27536 ♦ (252) 431-1333 Office ♦ (252) 431-0333 Fax ♦ www.ccscolts.org

## Substitute Application

Date Applied \_\_\_\_\_ Social Security # \_\_\_\_\_ Date of Birth \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle Maiden

Home Address \_\_\_\_\_ Zip \_\_\_\_\_

College Address \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

### A. POSITION DESIRED

TEACHING – List the top three grade levels or subject areas of preference:

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_

ADMINISTRATIVE (please specify) \_\_\_\_\_

### B. PROFESSIONAL QUALIFICATIONS

From what High School did you graduate? \_\_\_\_\_

Location \_\_\_\_\_

### EDUCATIONAL BACKGROUND (List most recent school first.)

COLLEGE/ UNIVERSITY NAME	LOCATION	DATES ATTENDED	DATE GRADUATED	DEGREE EARNED	MAJOR(S)	MINOR(S)

Do you have a teaching certificate? If so, what type do you hold, in what area, and in what state? \_\_\_\_\_

### PLEASE LIST YOUR TEACHING AND WORK RELATED EXPERIENCE BEGINNING WITH THE MOST RECENT. (Include home-school experience for kindergarten and above.)

NAME OF SCHOOL/EMPLOYER	LOCATION	GRADE/ SUBJECT	DATES	REASON FOR LEAVING	SUPERVISOR



# CROSSROADS CHRISTIAN SCHOOL

P.O. Box 249 ♦ Henderson, NC 27536 ♦ (252) 431-1333 Office ♦ (252) 431-0333 Fax ♦ www.ccscolts.org

## Substitute Application

---

### **C. CHRISTIAN BACKGROUND AND PHILOSOPHY** (please attach additional pages if more space is needed)

Give a brief account of how and when you became a Christian and your Christian experience since then:

---

---

Give your own definition of a Christian: \_\_\_\_\_

---

---

Do you believe that Jesus Christ is God manifested in the flesh? \_\_\_\_\_

What authority does Scripture have in your life? \_\_\_\_\_

Are you involved in a personal or group Bible study? \_\_\_\_\_ If so, what? \_\_\_\_\_

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

What church do you attend? \_\_\_\_\_

In what capacity are you active in the church? \_\_\_\_\_

Are you a member in good standing at your church? \_\_\_\_\_

How long have you been a member? \_\_\_\_\_

### **D. GENERAL INFORMATION**

What is your general state of health? \_\_\_\_\_

Are you a carrier of any contagious diseases? \_\_\_\_\_ If so, what? \_\_\_\_\_

List any recent serious illness: \_\_\_\_\_

Do you have any physical problems or limitations like diabetes, etc.? \_\_\_\_\_ If so, what? \_\_\_\_\_

List any physical or emotional limitations that might hinder your efficiency in this position: \_\_\_\_\_

List any criminal convictions and the date of the convictions: \_\_\_\_\_

Interest, hobbies, and any additional information: \_\_\_\_\_



# CROSSROADS CHRISTIAN SCHOOL

P.O. Box 249 ♦ Henderson, NC 27536 ♦ (252) 431-1333 Office ♦ (252) 431-0333 Fax ♦ www.ccscolts.org

## Substitute Application

### E. PERSONAL INFORMATION

Gender \_\_\_\_\_ Marital Status: \_\_\_\_\_ Single, never married \_\_\_\_\_ Married  
 \_\_\_\_\_ Divorced \_\_\_\_\_ Separated  
 \_\_\_\_\_ Widowed

If married: Spouse's Name \_\_\_\_\_ Employer \_\_\_\_\_

Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

### F. REFERENCES

NAME	POSITION/RELATIONSHIP	STREET/CITY/STATE/ZIP	HOME PHONE #

### G. PLEASE INITIAL BESIDE EACH TITLE AND SIGN AT THE END ACKNOWLEDGING THAT YOU HAVE READ AND AGREE WITH EACH STATEMENT.

#### \_\_\_\_\_ PROSPECTIVE STAFF MEMBER'S STATEMENT OF INTEGRITY

I understand and agree that any offer of employment that I may receive from Crossroads Christian School is conditional upon the receipt of background information, including a criminal background check and a credit check. The school may refuse employment or terminate conditional employment if the school deems any information to be unfavorable or to reflect adversely on the school or on me as a Christian role model. 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 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 that I will be paid and will receive benefits only through the day of release. If hired, I will abide by the policies and procedures set forth in the Student Handbook, Teacher Handbook, and the Board of Governors Manual of Policy and Procedures.



## Substitute Application

---

### \_\_\_\_\_**PROSPECTIVE STAFF MEMBER'S STATEMENT OF COOPERATION**

As a prospective staff member of Crossroads Christian School, I understand that a criminal background check and a credit check are required for employment, paid for by CCS. Upon consideration for a position, I will complete an Employment Verification Form. I also understand that checks on education, previous employment, motor vehicle records, and references may be conducted if deemed applicable by the Headmaster, paid for by CCS. I further certify my commitment to the standards of conduct designated by the school. I will maintain a commitment to a local church of like faith and set an example to the students, parents, and community by faithfully attending (weekly) and actively serving in my church as God leads me. I promise to fulfill my responsibilities to the best of my ability. I will faithfully seek to present the Gospel to my students and their families. I will in good faith carry out the provisions of my contract, the Teacher Handbook, and the Student Handbook.

### \_\_\_\_\_**CHRISTIAN CONCILIATION STATEMENT (GRIEVANCE PROCEDURE)**

Because the work wherein we are engaged is an area involving the religious tenants of belief and is composed of spiritual activities over an educational function and that it is a sacred undertaking, we cannot authorize anything other than arbitration before the believers for any kind of dispute that may exist. Arbitration in this manner is the only biblical means which is acceptable for discipline purposes. I Corinthians 6:1-8 is very clear on this point and as believers we should waive all rights to take our cause before a court of law. The grievance procedure of the Personnel Policies of the Teacher Handbook is in no way intended to deny the rights of any individual to seek a satisfactory solution, but to provide a biblical model for conflict resolution. As an employee, I agree to follow the grievance procedure as set forth in the Faculty Handbook under Personnel Policies.

### \_\_\_\_\_**NON-DISCRIMINATION POLICY**

Crossroads Christian School admits students of any race, color, national, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students of the school. It does not discriminate on the basis of race, color, national, or ethnic origin in administration of its educational policies, scholarship and loan programs, and athletic and other school administered programs. The Non-Discrimination Policy of Crossroads School also includes the hiring of faculty and administrative staff. CCS makes no distinction concerning an individual's race or ethnic background because we acknowledge that there can be no preferential treatment with God (Romans 2:11). We are bound to extend our ministry to all we can reach if we carry out our Lord's Great Commission (Matthew 28:18).

### \_\_\_\_\_**MISSION STATEMENT**

Crossroads Christian School partners with parents to develop the whole child by providing a challenging academic environment in which to prepare men and women who serve Christ and their community from a biblical world view.



## Substitute Application

---

### STATEMENT OF FAITH

As stated in the Articles of Incorporation: The general nature and object of the corporation shall be to conduct an institution or institutions of learning for the general education of youth in the essentials of culture and its arts and sciences, giving special emphasis to the Christian faith and the ethics revealed in the Holy Scriptures; to prepare young people academically and spiritually to impact society; to affirm unqualifiedly and to teach the divine inspiration of the entire Bible, the creation of man by the direct act of God, His vicarious atonement for the sins of all people by the shedding of His blood on the cross, the resurrection of His body from the tomb, His power to save mankind from sin, the new birth through the regeneration of the Holy Spirit, and the gift of eternal life by the grace of God. This statement of faith shall never be amended, modified, altered, or changed as to the provisions hereinbefore set forth."

### ACSI STATEMENT OF FAITH

1. We believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God (II Timothy 3:15, II Peter 1:21).
2. We believe there is only one God, eternally existent in three persons – Father, Son, and Holy Spirit (Genesis 1:1, Matthew 28:19, John 10:30).
3. We believe in the deity of Christ (John 10:33), His vicarious and atoning death (I Corinthians 15:3, Ephesians 1:7, Hebrews 4:15, 7:26), His resurrection (John 11:25, I Corinthians 15:4), His ascension to the right hand of the Father (Mark 16:19), His personal return in power and glory (Acts 1:11 and Revelation 19:11).
4. We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature and that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith alone we are saved (John 3:16-19, 5:24, Romans 3:23, 5:8,9, Ephesians 2:9-10, Titus 3:5).
5. We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation (John 5:28-29).
6. We believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9, I Corinthians 12:12-13, Galatians 3:26-28).
7. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13-14, I Corinthians 3:16, 6:19-20, Ephesians 4:30, 5:18).

**Prospective Staff Member's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_



# CROSSROADS CHRISTIAN SCHOOL

P.O. Box 249 ♦ Henderson, NC 27536 ♦ (252) 431-1333 Office ♦ (252) 431-0333 Fax ♦ www.ccscolts.org

## Substitute Application

### BACKGROUND INVESTIGATION CONSENT

I, \_\_\_\_\_, hereby authorize Crossroads Christian School, and its agents to make an independent investigation of my background, references, character, past employment, education, credit history, criminal or police records, including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my Application and/or obtaining other information which may be material to my qualifications for employment now and, if applicable, during the tenure of my employment with Crossroads Christian School.

I release Crossroads Christian School and/or its agents and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims or law suits in regards to the information obtained from any and all of the above referenced sources used.

The following is my true and complete legal name and all information contained herein is true and correct to the best of my knowledge:

Applicant/Employee Name and Signature	Date
- - - Social Security Number*	Date of Birth

\*Note: The above information is required for identification purposes only, and is in no manner used as qualifications for employment. Crossroads Christian School is an Equal Opportunity Employer, and does not discriminate on the basis of Sex, Race, Religion, Age (40 and over), Handicap or National Origin.

**CA, MN & Oklahoma Residents please note:** In connection with your application for employment, your credit report will be obtained and reviewed. Under CA & MN law, you have a right to receive a free copy of your credit report by checking the appropriate box below. Your credit report will be mailed to you by the credit bureau. Under Oklahoma law, you have the right to receive a free copy of your consumer report.

YES, I am a California resident and would like a free copy of my credit report; or  
 YES, I am a California resident and would like a free copy of my investigative consumer report.  
 YES, I am a Minnesota resident and would like a free copy of my consumer report.  
 YES, I am an Oklahoma resident and would like a free copy of my consumer report.

Printed Name \_\_\_\_\_  
 Street Address \_\_\_\_\_  
 City, State Zip \_\_\_\_\_

Employer please note: If the consumer checks "Yes" regarding the consumer report, or if a CA consumer checks "Yes" regarding the credit report (and you do request a credit report, please fax this form to your ChoicePoint service center. If consumer checks "Yes" regarding the full consumer report, and consumer resides in CA, you will need to provide the individual with a copy of their consumer report.

**Account Number:** \_\_\_\_\_