



TEACHER APPLICATION

Your interest in employment at Faith Heritage School is appreciated. We invite you to fill out this application and return it to our school office. If there is a current opening that you are applying for, please also send along any additional resume and/or certification documents as appropriate. If there is not a current opening, we invite you to fill out an application and if an opening occurs for which you may qualify, we will notify you at that time. Once an application is received, we may contact your references. If we have continued interest in your candidacy, we will contact you and arrange for a personal interview.

Faith Heritage School is a private, Pre-K through 12th grade Christian school. We employ teachers who have a vibrant relationship with Christ, who are great at what they teach, and who can inspire and disciple students. It is our prayer that God will fulfill His perfect will in the lives of all applicants and with our school.

This is a fillable form. Please fill out in it's entirety and SAVE to your computer, then proceed to email to dsamuelson@faithheritageschool.org.

APPLICANT INFORMATION

Full name: _____ DOB: _____

Please indicate any different name(s) previously used: _____

Present address: _____

How long have you been at the above address? _____

Please list below any previous addresses where you have resided during the past five years:

Email: _____

Home Phone: _____ Cell Phone: _____

Best time to contact you? _____

Which phone number shall we use first when calling? _____

Date Available for Employment: _____

POSITION DESIRED

Please indicate what position you are applying for: _____

How did you learn about this position? _____

Are you interested in Full Time: _____ or Part Time: _____ ?

Please check any other areas of interest: _____ Preschool _____ Kindergarten _____ Elementary (Grades 1-5)
_____ Middle School (Grades 6-8) _____ High School (Grades 9-12)

Please list activities or sports for which you would be capable and willing to direct, sponsor, or coach.
(Indicate grade/ability levels):

Can you submit verification of your legal right to work in the US? Yes _____ No _____

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

CHRISTIAN BACKGROUND

In the space below, please briefly give your Christian testimony:

Please read our **Statement of Faith** on the last page of this application and indicate your degree of support below:

_____ I fully support the Statement of Faith as written without reservation;

_____ I support the Statement of Faith except for the area(s) listed and explained below. 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 _____

Denominational preference? _____

What is your local church affiliation? _____

Are you presently a member of your church in good standing? _____ How long? _____

In what church activities are you involved and with what degree of regularity? _____

What other Christian service have you done since becoming a Christian? _____

To what extent do you believe you should become involved in Sunday and other ministries of your church?

Describe your routine of personal Bible study and prayer: _____

What books other than the Bible have you read recently that have helped you spiritually? _____

PROFESSIONAL QUALIFICATIONS

Please attach photocopies of all your postsecondary transcripts with this application.

Please list the degrees you currently hold?

Degree	Issuing Institution	Date Received

Your Major: _____

Your Minor: _____

Please list below your teaching experience beginning the most recent:

School Name	Grades or Subjects	Dates

Are you qualified to teach a Bible class in your church? _____

If yes, what would be your subject preference? _____

To what degree are you familiar with Christian or secular textbook series? *(Please name those that you are familiar with.)*

What is your textbook series preference? _____

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.

TEACHER CERTIFICATIONS

Please attach photocopies of any certificates held.

Do you have an ACSI Teaching Certificate? Yes _____ No _____ What Level? _____

When will it expire? _____

Do you have a state teaching certificate? No _____ Yes _____ (If yes, complete the following):

What Kind? _____ Valid for how Long? _____ Expires: _____

If you do not hold a certificate, what requirements do you lack? _____

PHILOSOPHY OF CHRISTIAN EDUCATION

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

If not, would you be willing to take such a course? Yes _____ No _____

Indicate in the space below your personal Christian philosophy of education and how you would implement it in the classroom:

Have you had other courses giving specific training for Christian day schools? _____ If yes, please give details:

List any conferences or seminars that you have led or participated in recently. _____

Describe how a teacher evaluation has been helpful to you. _____

PERSONAL PHILOSOPHY

Please answer each of the questions below succinctly in a few sentences:

Why do you wish to teach in a Christian School?

What are the main characteristics that distinguish a Christian school from a public school?

What do you consider to be the proper classroom atmosphere for learning?

What is your philosophy of discipline?

What areas do you feel are your strengths and weaknesses?

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

Please summarize any additional information that you would like to present regarding your candidacy for this position:

EMPLOYMENT HISTORY

Are you holding or have you signed a contract currently in effect with any other educational institution?

No _____ Yes _____ If yes, please explain: _____

Please list your employment history, starting with your current or most recent employer and work backwards for the past ten years:

Dates	From: _____	Employer	
	To: _____	City, State	
Phone		Reason for Leaving	
Supervisor			

Dates	From: _____	Employer	
	To: _____	City, State	
Phone		Reason for Leaving	
Supervisor			

Dates	From: _____	Employer	
	To: _____	City, State	
Phone		Reason for Leaving	
Supervisor			

Have you served in the military? No _____ Yes _____ If yes, what type of training or education did you receive?

PERSONAL REFERENCES

Give three references who are qualified to speak of your **spiritual experience and Christian service**. Please do not list family members. *List your current pastor first.*

Name _____ Relationship _____

Church/Organization _____ City, State _____

Phone Number _____

Name _____ Relationship _____

Church/Organization _____ City, State _____

Phone Number _____

Name _____ Relationship _____

Church/Organization _____ City, State _____

Phone Number _____

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

Name \_\_\_\_\_

Relationship \_\_\_\_\_

School/Business \_\_\_\_\_ City, State \_\_\_\_\_

Phone \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

School/Business \_\_\_\_\_ City, State \_\_\_\_\_

Phone \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

School/Business \_\_\_\_\_ City, State \_\_\_\_\_

Phone \_\_\_\_\_



## Faith Heritage School

### **AUTHORIZATION TO RELEASE REFERENCE INFORMATION**

I have made application for a position as a \_\_\_\_\_ with **Faith Heritage School**. 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.

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, I hereby release Faith Heritage School, 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.

I waive the right to ever personally view any references given to Faith Heritage School.

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.

I certify that I have carefully read and do understand the above statements.

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Applicant's Signature

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Date

**Faith Heritage School**  
3740 Midland Ave.  
Syracuse, NY 13205  
(315) 469-7777 Fax: 492-7440  
Email: fhs@faithheritageschool.org



## Faith Heritage School

### APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that **Faith Heritage School** 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.

I understand and agree that any offer of employment that I may receive from Faith Heritage 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 understand the above statements.

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Applicant's Signature

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Date

Upon completion of this application, please send this application to the address below along with copies of all required transcripts, certificates and related documents.

If required, school personnel will request original documentation.

**Faith Heritage School**  
Attn: Dr. Deborah Samuelson  
3740 Midland Ave. Syracuse, NY 13205  
(315) 469-7777  
[www.faithheritageschool.org](http://www.faithheritageschool.org)

# Faith Heritage School

## STATEMENT OF FAITH

- 1) We believe the Holy Bible to be the inspired, infallible, authoritative Word of God, and that it is the supreme and final authority in faith and life.
- 2) We believe that there is one God, eternally existing in three persons; Father, Son and Holy Spirit.
- 3) We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious death and atonement through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father where He is now interceding for us as High Priest and Advocate, and we expect His promised personal return soon for His Church.
- 4) We believe that the Lord Jesus Christ died for our sins as a representative and substitutionary sacrifice, according to the Scripture; and that all who truly repent of their sins and believe in Him are justified by the vicarious merit of His shed blood.
- 5) We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live in fruitful obedience to God's laws.
- 6) We believe in the resurrection of both the saved and the lost: the saved into everlasting joy in Heaven with Christ; the lost into everlasting conscious torment in Hell with Satan.
- 7) We believe in the spiritual unity of believers in our Lord Jesus Christ.

## MISSION STATEMENT

Keeping God's truth at the center of learning, nurturing a desire to love Christ, and cultivate a mindset for service.

## REQUIREMENTS FOR FACULTY AND STAFF

It is vital that the standards at Faith Heritage School be high. The school has a strong positive program to present and it must be undertaken by well-qualified, dedicated personnel. The following are the spiritual and academic requirements for faculty and staff at Faith Heritage School.

### SPIRITUAL REQUIREMENTS

#### A candidate must:

- Be a born-again Christian who is growing in spiritual maturity.
- Be in full agreement with the school's Statement of Faith.
- Feel a definite calling from the Lord to Christian School Education and to Faith Heritage School.
- Be a member of an evangelical church which subscribes to our school's Statement of Faith.
- Maintain his/her life consistent with the qualifications for elders as set forth in 1 Timothy 3:2 –7.
- Be willing to abstain from drunkenness and the use of tobacco and illegal drugs.
- Be willing to uphold FHS standards of morality, dress, and Christian conduct.
- Agree and abide by the biblical definition and principles of marriage and of sexuality including the design of sexual relations to be heterosexual and within a marriage relationship. (Genesis 2, Romans 1:24-32, 1 Corinthians 6:9-11, 2 Corinthians 6:14)

### ACADEMIC REQUIREMENTS

Teacher candidates must have at least a Bachelor's Degree.

Teachers are also expected to hold or be actively pursuing New York State and/or ACSI teacher certification.