



## Teacher Application Form

**Instructions:** Print clearly in black or blue ink. Answer all questions. Sign and date the form. Please also sign and date the applicant consent and release form.

### PERSONAL INFORMATION:

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First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Day Time Phone Number (\_\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Are you eligible to work in the United States?

Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been charged or convicted of a crime against a child?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain

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Have you been convicted of or pleaded no contest to a felony within the last five years?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain:

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**AVAILABILITY/POSITION:**

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Position:

List any gifts, calling, training, education, or other factors that have prepared you for working with and teaching children:

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Please list what age group you enjoy working with the most? (I.e. 2 yr Olds, Babies, etc...)

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Availability:

Kindle Preschool is in session Tuesday, Wednesday, and Thursday. Are you available to work all three days?

Yes \_\_\_\_\_ No \_\_\_\_\_

Kindle Preschool teachers work from 8:00AM – 2:30PM. Are you available to work these hours?

Yes \_\_\_\_\_ No \_\_\_\_\_

What date are you available to start work? \_\_\_\_\_

**EDUCATION:**

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Name and Address of School - Degree/Diploma - Graduation Date:

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Skills and Qualifications: Licenses, Skills, Training, Awards:

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Please describe a brief statement of your personal relationship with Christ and how it began:

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**EMPLOYMENT HISTORY (for previous 6 years):**

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**Present Or Last Position:**

Position Title: \_\_\_\_\_

Employer: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Previous Position:**

Position Title: \_\_\_\_\_

Employer: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

\_\_\_\_\_

Reason for Separation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**May We Contact Your Present Employer?**

Yes \_\_\_\_\_ No \_\_\_\_\_

**References:**

Name/Title/ Address/ Phone

1. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

Do you attend church? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, where? \_\_\_\_\_

How often? Weekly \_\_\_\_\_ Monthly \_\_\_\_\_ Once in a while \_\_\_\_\_

I certify that information contained in this application is true and complete.

I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above.

Signature \_\_\_\_\_

Date \_\_\_\_\_

## **Applicant Consent and Release**

The information contained in this application is correct to the best of my knowledge. I authorize any references or churches listed in this application to give you any information (including opinions) that they may have regarding my character and fitness for children work. In consideration of the church, youth organizations, charity, employer, reference, or any other person or organization, including record custodians, both collectively and individually, from any and all liability for damages of whatever kind of nature which may at anytime result to me, my heirs, or my family, on account of compliance or any attempt, to comply, with this authorization. I waive any right that I may have to inspect any information provided about me by any person or organization identified by me in this application.

I understand and agree that the background check investigation company hired by Grace Point Church will verify all or part of the information I have given Grace Point Church. I understand that this verification may include any inquiry into my motor vehicle driving record, criminal and civil records, as well as other public record information. I authorize the release of such information as may be necessary to verify the information I have provided. I release and hold harmless from all liability Grace Point Church, the background check investigation company and any individual or entity requesting or supplying information with respect to my application to work for Grace Point Church.

I hereby give my permission for Grace Point Church to obtain information relating to my criminal history record. I understand that this information will be used in part, to determine my eligibility for a position with this organization. I also understand as long as I remain an employee here, the criminal history records check may be repeated at anytime.

Should my application be accepted, I agree to be bound by the bylaws and policies of Grace Point Church and to refrain from unscriptural conduct in the performance of my services on behalf of the church.

I further state that I have carefully read the foregoing release, "Grace Point Church Parent Handbook", and know and fully agree to the conditions and contents thereof and I sign this release as my own free act. This is a legally binding agreement, which I have read and understand.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please print name: \_\_\_\_\_

Please list maiden name or any other names used:

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*\*Criminal record will be received and reviewed by the Pastor, Director of Preschool and Children's Ministries, and the Director of Kindle Preschool, and only those offenses that would endanger the welfare of children will be used to determine the eligibility of serving as an employee.*

Please sign and return to Kindle Preschool:

Grace Point Church of Northwest Arkansas

1201 McCollum Rd

Bentonville, AR 72712

(479) 464-7223

Office hours: Tuesday through Friday, 8:30 AM to 5:00 PM