LOGAN CHRISTIAN ACADEMY

Hearts and Minds Learning for Christ

APPLICATION FORM FOR A TEACHING POSITION

Our vision is to foster an environment that places high value on education, promotes excellence in students, supports the achievement of their full potential and offers a healthy learning environment that provides exposure to Biblical principles.

Please complete all information requested on the application form, even though it may be duplicated on your resumé.

It is LCA policy to review each application form it receives. Please note that only those applicants whom we select for interview will be contacted by telephone. Application forms and any accompanying documents are kept for 12 months from time of receipt, in such case that a new position becomes open.

Name of Applicant: _____

Date of Application: _____
MM/DD/YY

Professional Certification: Elementary ❑ Middle School ❑ Secondary ❑

Specialty: Special Education ❑ Athletic Training ❑ Musical Training ❑

Subject/Teaching Area: _____

How did you learn of this posting?

LCA Website ❑
LCA Facebook Group ❑
Friend/Colleague ❑
Other (please specify) _____

What is your preferred grade level? (*For your professional training level, designate in numerical order of preference, with 1 = most preferred and 3 = least preferred*.)

Kindergarten K _____
Primary 1-3 _____
Intermediate 4-7 _____
All Elementary K-7 _____

Junior Secondary 8-10 _____
Secondary 8-12 _____

Are you looking for a teacher-on-call position only? Yes ❑ No ❑

APPLICATION MATERIALS

Is your resumé attached? Yes ❑ No ❑

Any other accompanying documentation? Yes ❑ No ❑

If yes, specify: _____

CONTACT DETAILS

Name: _____
Surname First Middle

Address:

_____
Street Post Office Box

_____
City County Postal Code

Telephone: ( ) _____ or ( ) _____

Email: _____

EMPLOYMENT HISTORY

Have you previously applied to Logan Christian Academy?

Yes ❑ No ❑ If yes, when? _____

Have you previously been employed by Logan Christian Academy?

Yes ❑ No ❑ If yes, when? _____ Position: _____

Are you a retired teacher? Yes ❑ No ❑

Are you legally entitled to work in the United States? Yes ❑ No ❑

Student Teaching Experience (*Give the most recent first*.)

Dates (from/to)	**Grade/Assignment**	**School**	**District (No.) and County**

Teaching Experience (*Give the most recent first. List every school district where you have been employed and your years of teaching experience*.)

Dates (from/to)	Number of Years	Grade/Assignment	School	District (No.) and County

Recent Non-Teaching Work Experience (*Give the most recent first.)*

Dates (from/to)	Number of Years	Employer	Type of Work

EDUCATIONAL HISTORY (*Give the highest level first and attach supporting documentation*.)

Name of School or Institution	Location	Area of Study	Grade, Certification, Diploma, or Degree	GPA

Languages (*check if applicable*)	**Level** (*indicate proficiency*)		
English ❑	Speak ❑	Read ❑	Write ❑
French ❑	Speak ❑	Read ❑	Write ❑
German ❑	Speak ❑	Read ❑	Write ❑
Spanish ❑	Speak ❑	Read ❑	Write ❑
Other (*specify*)	Speak ❑	Read ❑	Write ❑

LIST ANY ADDITIONAL JOB-RELATED SKILLS, EXPERIENCE, TRAINING, VOLUNTEER WORK, HOBBIES, AND QUALIFICATIONS THAT WOULD SUPPORT YOUR APPLICATION.

PERSONAL AND GENERAL INFORMATION

Question	Yes	No
Have you ever been convicted or charged with a criminal code offence or a summary conviction offence, or do you have any outstanding charges pending? (*A conviction or charge does not necessarily preclude an offer of employment*.)		
Have you ever been dismissed, suspended, or disciplined by any governing body, school board, or college of teachers?		
Have you ever received a less-than-satisfactory teaching or practicum evaluation?		
Have you ever been disciplined, discharged, or asked to resign, or have you agreed to resign, from a position (either teaching or non-teaching) following a complaint against you, or an investigation or review of your conduct?		
Do you know of any reason you should not be employed in a capacity in which you work with or will be in contact with children?		

*If you have answered **Yes** to any of the above questions, please provide a detailed explanation, place in an envelope marked **CONFIDENTIAL**, and include with this application form.*

REFERENCES

Please give at least three professional references who have first-hand knowledge of your professional competence and personal qualifications. Reference checks will be initiated before any offer of employment. Your references may also be checked during the screening of applications or prior to the interview stage.

Name	Institution	Position	Telephone

Please read the following carefully before signing.

APPLICANT'S DECLARATION AND AGREEMENT

I declare that all of the information I have given in this application form and in my resumé and any other attachments is complete and true in every respect. I understand that if any of this information is found to be untrue or incomplete, or if I fail to respond completely and truthfully to any questions asked, my application may be rejected, or in the event that my application is successful, my employment may be terminated.

As a condition of application and possible employment, I authorize Logan Christian Academy to contact any references, school or faculty associates, or past or present employers named in this application form, or in my resumé and any other attachments, for the purposes of (1) verifying my qualifications and the other information in these documents, (2) assessing my past work performance, and (3) determining my suitability for employment.

I understand that all references will be received in confidence by Logan Christian Academy and will not be released to me without the references' consent.

I also understand that any offer of employment is conditional on my providing, at my own cost, Logan Christian Academy with a complete criminal record search pursuant to applicable local, state and federal laws and a satisfactory review of the results of the search by Logan Christian Academy.

Signature of Applicant: _____

Date: _____

You may contact LCA's Directors with any questions at 270-893-4375 or 270-893-8015.
You may submit your application along with your resume and any other applicable documents via email to: loganchristianacademy@yahoo.com or by mail at: P.O. Box 153 Russellville, KY 42276.

Thank you for your interest in working at Logan Christian Academy!