

**Christian Learning Center**  
Corning Christian Academy  
Little Lambs Preschool  
11 Aisne Street  
Corning, NY 14830  
(607) 962-4220

Please forward the following information to the address below:

1. Application
2. Resume
3. College Placement Folder
4. Official Transcripts
5. Certificates (Copy)

We will confirm receipts of your application and it will be kept on file for one year.

# Christian Learning Center

## Employment Application

-of-

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

E-mail \_\_\_\_\_

Telephone \_\_\_\_\_

Date of Application \_\_\_\_\_

Position Desired \_\_\_\_\_

Full Time       Part Time       Substitute

This application should be mailed to:

Personnel Committee  
Christian Learning Center  
11 Aisne Street  
Corning, NY 14830  
Phone (607) 962-4220

Name \_\_\_\_\_

Have you ever been convicted of a crime other than a misdemeanor? Y N

If so, when? \_\_\_\_\_

Explain \_\_\_\_\_  
\_\_\_\_\_

Would you be willing to be fingerprinted in New York State? Y N

**Certification**

State \_\_\_\_\_ Type \_\_\_\_\_

Grade/Subject \_\_\_\_\_ Date Issued \_\_\_\_\_

Are you under contract ? Y N If so, where? \_\_\_\_\_

When will you be available? \_\_\_\_\_

**Education**

	School or Institution	Major	Diploma/Degree	Year Graduated	Dates of Attendance
High School					
Undergraduate					
Graduate					

**Student Teaching Experience (if applicable)**

School	Address	Dates	Supervising Teacher	Grade/Subject

**Teaching Experience (if applicable)**

School	Address	Dates	Immediate Supervisor	Grade/Subject

**Non-Teaching Experience**

Organization	Address	Dates	Immediate Supervisor	Position

**Extracurricular Activities**

1. What experience have you had in supervising extracurricular activities such as sports, drama, yearbook, class advisor, etc.?

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2. State your willingness to be involved in after-school activities at CCA.

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**Educational Philosophy** (Attach additional sheets if necessary)

1. Describe how you view the role of the administrator, teacher, student and parent.

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2. What does the ideal classroom look like? (Include your classroom management style, teaching methods, and discipline policy, if applicable.)

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3. State any additional information you feel may be helpful to us in considering your application such as special interests or skills.

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**Statement of Faith** (Attach additional sheets if necessary)

1. Write a brief testimony of your conversion to Christ.

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2. Describe your personal involvement in your home church (include the name and address of the church to which you belong).

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3. What spiritual guidance would you hope to give your pupils?

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4. State your commitment to Christian education.

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**References**

Give the names of 3 professional and 2 personal references (one should include your pastor).

Name	Position	Address	Work Phone	Home Phone

If you are not hired for a full or part time position, would you be willing to be added to our substitute list?    Y    N

Where and when could you be reached for substituting? \_\_\_\_\_

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**AUTHORIZATION TO RELEASE REFERENCE INFORMATION**

I have made application for a position as a \_\_\_\_\_  
with Christian Learning Center. I have authorized the school to thoroughly  
investigate references, work record, evaluations, education, and 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 the Christian Learning Center, 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 Christian  
Learning Center.

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

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Applicant's Name (Print)

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Applicant's Signature

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Date