



BE THOU OUR VISION

*Christ-Centered Education Since 1904*

# EMPLOYMENT APPLICATION PACKAGE



*Orange City Christian School is  
a biblically-based community that partners with parents,  
educating hearts and minds for service in Christ's kingdom.*

**Send all information to:**

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Orange City Christian School  
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# Orange City Christian School Foundational Information

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## **Mission Statement**

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Orange City Christian School is a biblically-based community that partners with parents, educating hearts and minds for service in Christ's kingdom.

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## **Purpose of Orange City Christian School**

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The Orange City Christian School is owned and operated by a society of believers for the purpose of providing elementary education that is directed by Scripture, as interpreted by the Reformed Confessions. This society is composed of parents who have the primary responsibility for providing their children with a God-centered education and all other members of the Christian community, members who are also called to provide Christian nurturing and instruction for covenant children. In sending their children to Orange City Christian School, parents entrust the education of their children to the board that operates the school through its administrators and teachers, all of whom are qualified to carry out their tasks in harmony with the purpose of the institution. Teachers and parents work together to further the Christian education of their children.

As a biblical, Reformed, Christian school, Orange City Christian School recognizes the centrality of the covenant and the kingdom. Children of believers are to be seen and loved by the teachers as members of God's covenant and as citizens of His kingdom. They are God's children in Christ and share in the calling of the believing community. As such, they are educated for discipleship that is obedient covenantal service, putting all areas of life under the Lordship of Jesus Christ. In this covenant-kingdom activity, they are, together with all believers, co-workers and partners with Jesus Christ.

All members of the Christian school community should encourage and require each other to demonstrate the character of faithful covenant children who delight in and honor God's laws. All interrelationships will be lovingly evaluated within the context of each person's role in the covenant and the kingdom.

We exist to praise and glorify God's name in all that we learn and do. OCCS is dedicated to helping each student grow and develop spiritually, academically, and socially.

## I. Personal Information

Date: \_\_\_\_\_ Position(s) Desired: \_\_\_\_\_

Name: \_\_\_\_\_  
(Last) (First) (Middle)

Other Surnames Reflected on Employment or Educational Records: \_\_\_\_\_

Present Address: \_\_\_\_\_  
(Number and Street, PO Box) (City, State) (Zip Code)

Permanent Address: \_\_\_\_\_  
(Number and Street, PO Box) (City, State) (Zip Code)

Telephone Numbers: \_\_\_\_\_  
(Cell Phone) (Home Phone)

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

Church Membership: \_\_\_\_\_

Have you been previously employed by OCCS? If so, when and in what capacity?

*By way of my signature, I verify that I am not currently under contract with any other school for the upcoming school year.*

\_\_\_\_\_  
(Signature)

## II. Certification Information

Have you ever plead "guilty" or "no contest" to or been convicted of a crime? Yes No  
If so, please explain on a separate page.

Have you ever been the subject of an investigation of an allegation of physical abuse, sexual misconduct, sexual harassment, or an offense relating to children? Yes No

Have you ever been discharged from a position or asked to resign? Yes No  
If so, please explain on a separate page.

Are you legally eligible for employment in this country? Yes No

Is there any emotional or physical condition that you are presently experiencing or have experienced that may affect your ability to teach on a day-to-day basis? Yes No  
If so, please explain on a separate page.

III. I hereby give permission for OCCS to conduct a criminal history check. Any information maintained by the Division of Criminal Investigation may be released as allowed by law.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Social Security Number)

\_\_\_\_\_  
(Date of Birth)

#### IV. Record of Training

*High School, College, University*

Name of Institution	Years Attended	Degrees Received	Majors/Minors

*Professional Development Within the Last Two Years*

Professional Development	Description

#### V. Record of Experience

*Employment History*

List most recent experience first. Include student teaching experience (for more recent graduates).

School <small>(for teaching positions)</small> Organization	Address	Phone Number	Dates of Employment (From-To)	Supervisor	Teaching Assignment, Including Extracurriculars	Reason for Leaving

*Other Experiences*

List experiences you have had working with children or young adults other than teaching. Include both paid and volunteer experiences. (Teaching Positions ONLY)

Organization	Address	Dates of Experience (from-to)	Supervisor	Description	Reason for Leaving

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**VI. Professional Skills**

Explain the professional skills that you have that relate to the position.

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**VII. References**

Include two professional references who have supervised you in an education setting (may include student teaching). (Teaching Positions ONLY)

Name	Position	Address	Email Address	Telephone	Relationship to You

Include two character references. (ALL positions)

Name	Position	Address	Email Address	Telephone	Relationship to You

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## IX. Personal Agreement

I hereby declare that the information contained in this application is true, complete, and correct. I understand that a false statement may disqualify me from employment or result in my immediate dismissal for cause.

I authorize Orange City Christian School and its representatives, employees, and/or agents to make any investigation of my personal, education, and employment history.

I understand and support the mission and purpose of Orange City Christian School. I also understand that if I were to become an employee of the school, I would be expected to be committed to behavior that is in keeping with biblical principles. My work and interactions with faculty, staff, and students should promote Christian convictions and maturity, give glory to God, and further His Kingdom.

I am a Christian and believe the Scripture of the Old and New Testaments to be the inspired Word of God, the only infallible rule of faith and practice. The Bible reveals the way of salvation in Jesus Christ (my Savior and Redeemer and Lord of all creation), requires a life of obedience to the Lord, and provides the key to understanding, to finding, and to interpreting purpose in life. This divine Word of God has been most clearly and consistently interpreted in the Reformed creeds and confessions. I am familiar with, affirm, and will teach in accord with the three creeds of Eccumenical Christian unity, namely the Apostles' Creed, the Nicene Creed, and the Athanasian Creed. I am familiar with, affirm, and will teach in accord with the three confessions of Reformed Christian unity, namely the Belgic Confession, the Heidelberg Catechism, and the Canons of Dort as historic expressions of the Christian faith, whose doctrines fully agree with the Word of God.

Orange City Christian School Instructional faculty and administration must be or become a member in good standing of a confessionally Reformed church. The teachings of the church must also be compatible with the constitution of the Orange City Christian School Society. All employees are required, as a condition of employment, to enroll their eligible children in a Christian school (K-8). I understand and agree to follow these requirements.

Such a requirement is not to be interpreted as a judgmental statement in regard to other Christian traditions. It is rather a reflection of the founding principles of Orange City Christian School and the institution's efforts to develop an educational program based on those convictions. An applicant does not need to be a member of a confessionally-Reformed congregation at the time of their application. However, if an applicant is offered a position, that applicant must become a member in good standing of a confessionally Reformed church within one year of taking the position. This is a requirement of employment.

Applicants must also seek to obey Scripture's instructions that all are called to put off things like sexual immorality, impurity, lust, evil desires, and greed as well as things such as anger, rage, malice, slander, and filthy language, and to put on an attitude of compassion, kindness, humility, gentleness, patience, and, of course, love (Colossians 3). More specifically, prospective members of the Orange City Christian School community are expected to agree with its anti-harassment policy and position that considers pre-marital, extra-marital, and same-gender sexual relations and romantic relationships to be unacceptable behavior.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_