



BEREAN
ACADEMY

For Office Use Only:	
_____ Date Received	_____ Status Notification
_____ Transcript Received	_____ Interview Date
_____ References Checked	_____ Credentials Checked
_____ Certificate Verified	_____ Background Check Forms

SUBSTITUTE APPLICATION

Your interest in **Berean Academy** is appreciated. We invite you to fill out this initial application and return it to our school office. If we have continued interest in your candidacy, we will send you some follow up questions, contact your references, and arrange for a personal interview.

We realize that the key to a successful Christian School is its faculty and staff. We are seeking applicants who are professionally qualified, who really love children, and who, by the pattern of their lives, are Christian role models (Luke 6:40).

We look forward to receiving your initial application. Thank you for your interest in the ministry of our school. It is our prayer that God will fulfill His perfect will in the lives of all applicants.

A. APPLICANT'S NAME AND ADDRESS

Full name: _____

Position Desired: _____

Application date: _____/_____/_____ Date available: _____/_____/_____

Present address: _____

Email Address: _____

Phone: Days (_____) _____ Evenings (_____) _____

Best time to call you? _____ Length of time at this address? _____

Marital Status: Single Engaged Married Separated
 Divorced Widow(er) Remarried

Being a Christian role model in all aspects of life is a requirement for this position. The Bible is our standard for marriage and sexual conduct. It is a bona fide occupational requirement for staff to live by those standards.

How did you learn about the position for which you are applying? _____

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

B. CHRISTIAN BACKGROUND

* **In your own handwriting, on separate paper, briefly give your Christian testimony.**

Please carefully read our Doctrinal Statement and indicate your degree of support.

___ I fully support the Doctrinal Statement as written without mental reservations.

___ I support the Doctrinal Statement except for the area(s) listed and explained on a separate paper. 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 ___

If you were to die today and stand before God and He asked you, "Why should I let you into My heaven?" what would you say? _____

Denominational preference? _____

Name and location of local church that you attend: _____

Are you presently a member in good standing? _____ Years? _____

With what regularity have you attended during the past twelve months? _____

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

Describe your routine of personal Bible study and prayer. _____

What books have you read recently that have helped you spiritually? _____

C. EMPLOYMENT HISTORY

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may follow the same format on the reverse.

1. Position _____ Dates of Employment _____
Name of Company _____
City _____ State _____
Supervisor's Name and Phone Number _____
Supervisor's email address _____
Reason for leaving _____

2. Position _____ Dates of Employment _____
Name of Company _____
City _____ State _____
Supervisor's email address _____
Supervisor's Name and Phone Number _____
Reason for leaving _____

3. Position _____ Dates of Employment _____
Name of Company _____
City _____ State _____
Supervisor's email address _____
Supervisor's Name and Phone Number _____
Reason for leaving _____

Have you ever worked under a different name for any of the employers you have listed?
If so, what was the name or names?

D. PERSONAL REFERENCES

Do not list family members or relatives for references. You will also need to sign the **Reference Release Form** that is attached and return it with this application.

Give two references who are qualified to speak of your spiritual experience and Christian service. **List your current pastor first.**

Name/City * State	Phone & Email	Position
1. _____		

2. _____		

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

Name/City & State	Phone & Email	Position
1. _____		

2. _____		

E. APPLICANT'S CERTIFICATION AND AGREEMENT

Have you ever been convicted of a criminal offense (felony or misdemeanor, except for minor traffic violations)? You will need to answer yes if you have entered into a plea agreement, including a postponed sentence or postponed judgment arrangement, in connection with a criminal charge. (You need not disclose criminal convictions that are contained in sealed or deleted records.) Yes/No _____

If you have been convicted of such an offense, please attach a statement of explanation, including the nature of offense, date, court where conviction was entered, and any other relevant information. A conviction record will not automatically be a bar to employment. Factors such as your age at the time of the crime, seriousness and nature of the violation, time elapsed since the crime, job-relatedness, and subsequent rehabilitation will be considered.

Has any employer ever subjected you to disciplinary action, suspension, or termination or asked you to leave a paid or unpaid position on the grounds of any unlawful sexual behavior or violation of an employer's sexual misconduct policy or anti-harassment policy? Yes/No _____ If yes, please attach a statement of explanation.

Employment at Berean Academy is open to qualified individuals who are Christians of good character, without regard or reference to race, sex (gender), national or ethnic origin, color, age, or disability. Berean Academy is a religious educational ministry, permitted by law to discriminate on the basis of religion. All prospective and current employees must subscribe to Berean Academy's doctrinal statement of faith, and they must be willing to conduct their lives in conformity with the school's statements on ethical and moral integrity.

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.

Since I will be working with children, I understand that I must submit to a background check. I authorize the school to conduct a criminal records check. I understand and agree that any offer of employment that I may receive from the 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 do understand the above statements.

Applicant's Signature _____ Date _____

F. AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have made application for a position as a _____ with **Berean Academy**. I have authorized 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 the **Berean Academy**, 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 **Berean Academy**.

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.

Applicant's Signature

Date

G. DOCTRINAL STATEMENT

I. We believe that the Scriptures of the Old and New Testaments are the infallible Word of God, a divine revelation, the original manuscript of which was verbally inspired by the Holy Spirit, and that they are the supreme and final authority of faith and conduct. (Matt. 5:18; John 5:39, 46-47; II Timothy 3:16-17; II Peter 1:21)

II. We believe in one God, eternally existing in three persons; Father, Son and Holy Spirit. Each of the three persons is worthy of equal honor, obedience, and worship. (Matt. 28:19; John 5:23; Acts 5:3-4; II Cor. 13:14)

III. We believe that God the Father is in a special sense the Father of the Lord Jesus Christ, His only begotten Son, and that He is the Father of only those who accept the Lord Jesus Christ as their personal Savior. (Psalm 2:7; John 1:12-13; John 8:19; Gal. 3:26)

IV. We believe that Jesus Christ was begotten by the Holy Spirit, was born of the virgin Mary, and is truly God and truly man. We believe that He was crucified for our sins and that in that same body in which He had lived and died He arose from the dead. In that body glorified He ascended into heaven. He, as our high priest, is now at the right hand of God interceding for us. We believe in that "blessed hope", the personal and imminent return of our Lord Jesus Christ, which will precede the age of universal peace and righteousness foretold in the Scriptures. (Isaiah 53:5-6; Matt. 1:18, 23; Matt. 24:29-30, 42; Luke 1:35; John 20:25-28; Acts 1:11; Romans 1:3-4; Hebrews 7:25-27; Rev. 20:1-6)

V. We believe that the Holy Spirit is a person, possessing all the distinctively divine attributes, and is sent by the Lord Jesus Christ to convict of sin, to indwell, to guide, and to teach the believer and empower him to live in victory over sin. (John 16:7-15; I Cor. 2:10; Gal. 5:16, 22-23)

VI. We believe that man was created in the image of God, and is not in any sense the product of animal ancestry or the development of brute humanity; but that the whole human race fell into the sin of the first Adam and apart from Christ is spiritually dead and lost, and no one can of himself gain recovery or be restored into the family of God. (Genesis 1:26-27; John 15:5; Romans 3:20; 5:12)

VII. We believe that Jesus Christ died a substitutionary death upon the cross, by grace providing salvation for all who believe on Him, justifying them alone on the ground of His shed blood. (John 3:16; II Cor. 5:21; Ephesians 2:8; Hebrews 9:22)

VIII. We believe that all who by faith receive the Lord Jesus Christ are born of the Spirit of God and so become children of God, that eternal life is a present possession, that at death their spirits depart to be with Christ in conscious blessedness, and that at Christ's second coming their bodies will be raised and together with the living believers, transformed into the likeness of the body of His glory. (John 1:12-13; Philippians 1:21-23; I Thess. 4:13-18; I John 3:1-3; 5:12)

IX. We believe that all those who persistently reject Jesus Christ in the present life shall be raised from the dead, not to be annihilated nor ultimately to be restored, but throughout eternity exist in a state of conscious torment. (John 3:36; II Thess. 1:9; Rev. 20:10)

X. We believe that Satan is a person, the enemy of God and His people, that in his warfare he appears as "an angel of light" and that, as a usurper, he now rules as the "god of this world." We believe that he was judged at the cross and, therefore, ultimately he shall be cast into the "lake of fire." (Mark 1:12-13; II Cor. 4:3-4; II Cor. 11:13-15; Rev. 20:1-3)

XI. We believe that the church consists of all those who, in this dispensation, truly believe on the Lord Jesus Christ, and that it is the body and bride of Christ. The mission of the church in this age is to witness for Christ among all nations. Therefore, she must be careful to strengthen herself by preaching and teaching the Word of God “for the edifying of the body of Christ.” (Matt. 28:19; Acts 1:8; 2:41, 47; I Cor. 12:13; Ephesians 4:12)

XII. We believe that baptism should be administered only on confession of faith in the Lord Jesus Christ as personal Savior from sin. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a Godly, separated life; exalt the Lord Jesus Christ as Savior and Lord; and witness to His saving power in our various contacts with the world. (Matt. 5:13-14, 44; 28:19; Acts 2:38; Romans 12:18; II Cor. 6:14; James 5:12)

XIII. We believe the New Testament use of “tongues” was an Apostolic sign gift to proclaim the mighty works of God to every nation under heaven in their own language. (Joel 2:26-32; Acts 2:5-21; I Cor. 14:20-22) The Holy Spirit’s purpose in causing tongues was to authenticate those specially appointed representatives of Christ, that is, the Apostles. Tongues speaking was a sign of His presence and ministry for the purpose of validating the Apostolic message before it was inscripturated. The purpose of Biblical Tongues limits them to the Apostolic age. In light of historical and grammatical interpretation of Scripture, we believe the gift of tongues is not a valid gift for today and therefore we will not allow its practice or propagation at Berean Academy. (I Cor. 13:8-10; Eph. 2:19-20)

XIV. We believe that the term marriage has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Genesis 2:18–25). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Corinthians 6:18, 7:2–5; Hebrews 13:4). We believe that God’s command is that there be no sexual intimacy outside of or apart from marriage between a man and a woman.

XV. We believe that God wonderfully foreordained and immutably created each person as either male or female in conformity with their biological sex. These two distinct yet complementary genders together reflect the image and nature of God. (Genesis 1:26–27).

H. STATEMENT ON MARRIAGE, GENDER, AND SEXUALITY

Regarding marriage, gender and sexuality, Berean Academy believes the following:

- We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God (Gen. 1:26-27). Rejection of one's biological sex is a rejection of the image of God within that person.
- We believe that the term "marriage" has only one meaning: the uniting of one man and one woman for life in a single, biblical, covenant union as delineated in Scripture (Gen. 2:18-25).
- We believe that God intends sexual intimacy to occur only between a man and woman who are married to one another. (I Cor. 6:18; 7:2-5; Heb. 13:4)
- We believe that God has commanded that no intimate sexual activity be engaged in outside of a traditional marriage (one man and one woman).
- We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest and use of pornography) is sinful and offensive to God (Matt. 15:18-20; I Cor. 6:9-10).
- We believe that in order to preserve the function and integrity of Berean Academy as a Christian ministry and to provide a biblical role model to the community, it is imperative that all persons associated with the school as students, parents, employees, volunteers or members of the Laymen's Association agree with and commit to abide by this Statement on Marriage, Gender, and Sexuality (Matt. 5:16; Phil. 2:14-16; I Thess. 5:22).
- We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21); Rom. 10:9-10; I Cor. 6:9-11).
- We believe that every person must be afforded compassion, love, kindness, respect and dignity. (Mark 12:28-31; Luke 6:31) Hateful and harassing behaviors or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture of the goals of Berean Academy.

Applicant's Signature

Date