



AN ACCREDITED CHRISTIAN SCHOOL  
PK – 12<sup>TH</sup>

5100 Blue Hole Road  
Antioch, Tennessee 37013  
615-331-6286 615-331-2491 (fax)

## Lighthouse Christian School

### TEACHER APPLICATION

“Let your light so shine before men that they may see your good works  
and glorify your Father which is in heaven.” Matthew 5:16

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

#### Contact Information

Full Name \_\_\_\_\_  
Last First Middle

Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Current Address \_\_\_\_\_  
Number & Street City & State Zip

Daytime Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Facebook Account \_\_\_\_\_

Cell Phone \_\_\_\_\_

Marital Status:  Married  Single  Divorced  Separated  Widow(er)

#### Position Information

Position desired \_\_\_\_\_ Full-time  Part-time  Either

- On what date would you be available to start work? \_\_\_\_\_
- Are you currently employed?  Yes  No
- If yes, may we contact your employer?  Yes  No
- What is your present position? \_\_\_\_\_ Annual Salary? \_\_\_\_\_
- What salary would you expect? \_\_\_\_\_

Area Preference:  K5  Middle School (Grades 7-8)  
 Elementary (Grades 1-6)  High School (Grades 9-12)

List in order of preference, the grades you are qualified to teach \_\_\_\_\_

Check the following middle/high school subjects which you are qualified to teach or in which you have interest and ability (if any):

- |                                  |   |   |                                   |
|----------------------------------|---|---|-----------------------------------|
| <input type="checkbox"/> Math    | <input type="checkbox"/> Creative Writing | <input type="checkbox"/> Computer       | <input type="checkbox"/> Speech   |
| <input type="checkbox"/> Bible   | <input type="checkbox"/> Science          | <input type="checkbox"/> Drama          | <input type="checkbox"/> Art      |
| <input type="checkbox"/> English | <input type="checkbox"/> History          | <input type="checkbox"/> Reading Skills | <input type="checkbox"/> Coaching |

Spanish  Other \_\_\_\_\_

Why do you wish to teach at LCS?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What extracurricular school activities are you qualified to supervise?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list any other interests, hobbies, or special skills.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Professional Qualifications**

Please attach photocopies of all your college transcripts.

Name of High School: \_\_\_\_\_ Location: \_\_\_\_\_

College, University or Professional School

Institution	Location	Dates Attended	Major/Minor	Degree Date Received	Cum. GPA

Number of hours in education: \_\_\_\_\_

Total graduate credits (beyond BA/BS degree): Semester Credits \_\_\_\_\_

Teaching credentials held: (Please attach photocopies of valid teaching certificates or credentials)

Type	State	Expiration Date	Subject

Total years of full-time teaching experience: Public \_\_\_\_\_ Christian \_\_\_\_\_ Other \_\_\_\_\_

Do you hold a current Teaching Certificate?  Yes  No

What level? \_\_\_\_\_ Date of Expiration \_\_\_\_\_

Sequentially list your teaching/job-related employment experience, beginning with the most recent (do not list student teaching): If you need additional space, please continue on a separate sheet of paper.

School and Address	Phone Number	Grade	Subject	Dates	May we contact?
				From: To:	

Please list any professional organization memberships, or other special mentoring, professional conference speaking and/or leadership experience:

Description	Location	Date

Describe your background and use of technology: \_\_\_\_\_

**Personal Information**

- Have you ever filed an application with us before?  Yes  No
- Have you ever had a teaching certificate suspended or revoked or have been placed on probation by the certifying agency?  Yes  No
- Have you ever been suspended without pay, dismissed from employment or resigned while an investigation was in progress for  Yes  No

possible disciplinary action?

If yes, where and when? \_\_\_\_\_

- Have you ever been convicted of, had adjudication withheld in, pled  Yes  No  
nolo contendere (no contest) to, or entered a pre-trial intervention  
program for a misdemeanor or felony criminal charge, or are there  
currently any criminal charges pending against you?

If yes, please explain below or on a separate sheet and attach to this application.

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### Christian Background

- Briefly describe your salvation experience and current spiritual walk

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- Do you believe the Bible to be the ONLY inspired and infallible Word of God, our final authority in all matters of faith, conduct and truth?

Yes  No Signature: \_\_\_\_\_

- Please carefully read the State of Faith and indicate your support. (Page 7 & 8)

I fully support the Statement as written without reservations.

Signature: \_\_\_\_\_

- Please carefully read the attached Job Description. (Page 9 & 10)

- I fully support the Job Description as written without reservations.

Signature: \_\_\_\_\_

- Name and address of church you attend: \_\_\_\_\_

- Are you a member?  Yes  No Number of years? \_\_\_\_\_

Pastor's Name \_\_\_\_\_

- What church activities and/or service are you involved in and with what degree of regularity?

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**References**

List at least three references that are qualified to speak of your spiritual and professional qualifications. Do not list family members or relatives as references. **Indicate (P) for professional or (S) for spiritual reference.**

Name	Complete Address	Phone (w/ area code)	P/S

**Declarations**

Indication your response to each question by marking the appropriate box.	Yes	No
Do you believe that you've been called by God to be a teacher in a Christian School?		
Can you perform the essential functions of the job for which you are applying with or without reasonable accommodations?		
In the event of an offer for employment would you be willing to coach a sport or become involved in an extra-curricular activity with students?		
In the event of an offer to be a teacher at LCS would you be willing to submit to a background check and drug test?		

**Other Experiences**

Please list other experiences that you feel strengthens your application. Begin with the most recent experience and proceed in reverse chronological order. Include any technology and/or computer experience/skills.

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**Recognitions**

Please list honors or areas of achievement.

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**Personal Interests**

Please list any areas of school life (e.g., art, music, athletics, cheerleading, drama, creative writing, etc.) in which you have a personal interest. Indicate also the amount of experience you have in these areas.

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**Sexual Misconduct/Child Abuse Statement**

To properly protect our children, all those serving in ministry capacities involving children/youth should provide the following information. Please sign and date your response. All responses are confidential.

During your lifetime, have you ever been accused of child molestation, abuse, assault, lewdness, or sex offenses of any nature?       Yes       No

If yes, please explain the nature of the accusation, charge or conviction.

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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 read and do understand the above statements.

Applicant's name (please print): \_\_\_\_\_

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

# LIGHTHOUSE CHRISTIAN SCHOOL

## Mission Statement

Lighthouse Christian School exists to glorify God by offering a Christ-centered, quality education that assists parents in training their children to be disciples of Jesus Christ.

## Our Philosophy in Summary

There is final, absolute truth, which as a unit centers in the creator God.

This truth is revealed in the Bible and is personified in Jesus Christ, the Eternal Son of God.

Christian education is a Christ-centered, biblically-integrated process of developing spiritually, mentally, physically, and intellectually mature young people.

The ultimate aim of life is not adjustment to the society but conformity to Christ.

The objective is achieved by a disciplined life of sacrificial service, patterned after Him who pleased not Himself.

## Statement of Faith

We believe in the verbal inspiration and authority of the Scriptures. We believe that the Bible reveals God, the fall of man, the way of salvation, and God's plan and purpose in the ages.

We believe in God the Father, God the Son, and God the Holy Spirit.

We believe in the deity, virgin birth, and bodily resurrection of Jesus Christ.

We believe that salvation is by grace, through faith in Jesus Christ. The conditions to salvation are repentance and faith.

We believe that men and women are justified by faith alone and are accounted righteous before God only through the merit of our Lord and Savior Jesus Christ.

We believe in the visible, personal, and imminent return of Jesus Christ.

## Non-Discriminatory Policy

LCS does not discriminate on the basis of race, color, National or ethnic origin, sex, age, or handicap in administration of its educational policies, or athletic and other school program.

I support the above mission statement, philosophy, and agree with the doctrinal statement of Lighthouse Christian School.

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Signature

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Date

**Lighthouse Christian School**  
Job Description

**Job Title:** Teacher

**Reports to:** Principal

**Primary Purpose:**

1. Exemplify and articulate a saving and growing relationship with Christ.
2. Be active in a local church.
3. Be passionate about educating students in a Christian Environment and about the grade/subject to be taught.
4. Be in agreement with the Statement of Faith of Lighthouse Christian Fellowship.
5. Possess the minimum of a Bachelor's degree and be willing to work towards certification through the Tennessee Association of Christian Schools (TACS).
6. Working knowledge of subject to be taught.

**Major Responsibilities and Duties:**

**Spiritual:**

1. Motivate students to accept God's gift of salvation and grow in their faith.
2. Relate to students by loving them with the love of Christ, encouraging them to begin and/or develop a relationship with God through Christ, and challenging them to love God with all their hearts, minds, souls, and strength.
3. Be a role model of Christian love, faith, truthfulness, and virtues, both in the classroom and in personal life.
4. Model the spiritual expectations of the school.
5. Reflect a Christ-like spirit in dealing with student-teacher and student-student relationships.

**Planning**

1. Provide all written lesson plans required by the administration, which incorporates the school's scope and sequence or other approved curriculum and ensure that within the year, the scope and sequence of skills assigned to the grade are taught to the students.
2. Regularly review curriculum guides and plan lessons that lead to fulfillment of course priorities and goals.
3. Keep grades current on RenWeb and/or other grading software applications.

**Instructional**

1. Effect student learning through mastery of the subject material by utilizing valid teaching techniques to achieve curriculum goals within the framework of the school's philosophy.
2. Employ a variety of instructional aides, methods and material that will provide for teaching to reach the whole child: spiritual, academic, physical, and social.
3. Assign homework supportive of the classroom program and that is within the expectations and goals of the school.
4. Stay current on the best practices in education and teaching, in order to provide the highest quality educational environment.

5. Prepare adequate information and materials for a substitute teacher.
6. Arrange for field trips that extend or apply classroom learning.

### **Management**

1. Maintain a clean, attractive and well-ordered classroom.
2. Manage the class by setting clear expectations of behavior, establishing reasonable routines, and promoting self-discipline based on Biblical principles.
3. Evaluate each student's progress on a regular basis.
4. Keep proper discipline in the classroom and on the school premises for a good teaching environment.
5. Maintain accurate and complete school records.

### **Supervision**

1. Effectively oversee the learning process in the classroom.
2. Supervise students at lunch and/or during scheduled periods, according to campus plan.
3. Supervise students at school activities.

### **Communication**

1. Keep students, parents and the administration adequately informed of progress or deficiencies and give sufficient notice of failure.
2. Respond expediently to parent, student or volunteer concerns and ideas.
3. Recognize the need for good public relations. Represent the school in a favorable and professional manner.

### **Professional Assignments and Related Duties**

1. Arrive punctually and attend all duties, programs, and meetings that are scheduled.
2. Participate and supervise extra-curricular activities, organizations and outings as assigned.
3. Support the broader program of the school by attending extra-curricular activities, organizations and outings as assigned.
4. Place the teaching ministry as a priority ahead of outside or volunteer work.
5. Make provisions for being available to students and parents for education-related purposes outside the instructional day when required or requested to do so under reasonable terms.
6. Ensure the facility and equipment of the classroom are safe and well maintained.

### **Professional and Personal Qualities**

1. Uphold and enforce school rules, administrative regulations, school policies, and support the goal and objectives of the school.
2. Maintain personal appearance in a professionally appropriate manner.
3. Model the spiritual expectations of the school.

### **Approvals:**

School Administrator: \_\_\_\_\_

Date: \_\_\_\_\_

**Authorization Consent to Conduct Background Investigation**

I hereby authorize Lighthouse Christian Fellowship/Lighthouse Christian School and the background investigation company to conduct an appropriate background investigation including, but not limited to, personal interviews for determination of my eligibility to occupy a position of trust. I authorize all persons who may have information relevant to this background investigation to disclose it to background investigation company, and I release all persons from liability on account of such disclosure. I hereby further authorize that a photocopy of this authorization may be considered as valid as an original.

I also authorize any person, organization or agency having knowledge of my conduct or activities, or any past or present employer, or an Retail Merchants Association, Bank, Financial Institution or any other Credit Extending Organization, or any Dean, Registrar, Principal, Counselor, Instructor or other authorized person at a School (University, College, High School, Trade School, or other), or any doctor, hospital, clinic or sanatorium, or any Department or Agency of a City, County, or State Government, or of the Federal Government to release all information to the background investigation company and its agents for background investigation purpose.

I release Lighthouse Christian Fellowship, Lighthouse Christian School and the background investigation company and its agents from all liability resulting from the collection, use or disclosure of the information obtained during the above investigation.

I certify the information given is complete and true. I have read this release and consent, understood its terms, realize its significance and sign it voluntarily.

**Applicant Name:**

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

**Applicant Alias or Maiden Name:**

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

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

**Applicants Address:**

Current Address \_\_\_\_\_  
Street City State Zip

**Method of Contact:**

Daytime Phone \_\_\_\_\_  Cell  Home  Work

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

**Demographic Data:**

Date of Birth \_\_\_\_\_ Gender  F  M Height \_\_\_\_\_ Weight \_\_\_\_\_

Race \_\_\_\_\_ Hair Color \_\_\_\_\_ Eye Color \_\_\_\_\_ State of Birth \_\_\_\_\_

Country of Citizenship (if other than USA) \_\_\_\_\_ Social Security #: \_\_\_\_\_

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

## Non-Criminal Justice Applicant's Privacy Rights

As an applicant who is the subject of a national fingerprint-based criminal history record check for non-criminal justice purpose (such as an application for employment or license, an immigration or naturalization matter, security clearance, or adoption), you have certain rights which are discussed below:

- Your fingerprints will be used to check the criminal history records of the FBI.
- Your information will solely be used to check your criminal history. The information collected will be retained in your employee file.
- In the event you have a criminal history record, you will have the opportunity to complete or challenge the accuracy of the information in the record within one (1) week of the reported results.
- The procedures for obtaining a change, correction, or update of your criminal history record are set forth at Title 28, Code of Federal Regulations. (CFR), section 16.32
- If you have a criminal history record, you will be afforded one (1) week correct or complete the record (or decline to do so) before the officials deny you the employment, license, or other benefit based on information in the criminal history record.

You have the right to expect that officials receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy compact Council.

If agency policy permits, the officials may provide you with a copy of your FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, you may obtain a copy of the record by submitting fingerprints and a fee to the FBI. Information regarding this process may be obtained at: <https://www.fbi.gov/services/cjis/identity-history-summary-checks>

If you decided to challenge the accuracy or completeness of your FBI criminal history record, you should send your challenge to the agency that contributed the questioned information to the FBI. Alternatively, you may send your challenge directly to the FBI. The FBI will then forward your challenge to the agency that contributed the questioned information and request the agency to verify or correct the challenged entry. Upon receipt of an official communication from that agency, the FBI will make any necessary changes/corrections to your record in accordance with the information supplied by that agency.

I have read the Non-Criminal Justice Applicant's Privacy Rights:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name