

Victory Christian School  
510 9<sup>th</sup> Avenue SW  
Jamestown, ND 58401  
701-251-1570  
[Office@VictoryChristianSchool.org](mailto:Office@VictoryChristianSchool.org)  
FAX 701-952-1570  
VictoryChristianSchool.org

# STAFF APPLICATION

## I. Basic Information:

Confidential Page 1 of 6

Name \_\_\_\_\_

Address \_\_\_\_\_  
Last City First State Middle Initial Zip

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Mobile Phone \_\_\_\_\_

Best times to reach me at home are: \_\_\_\_\_ May we call you at work? Yes  No

Employer \_\_\_\_\_ Employer's address \_\_\_\_\_

Position at work \_\_\_\_\_ Years at current job \_\_\_\_\_

E-Mail \_\_\_\_\_ Social Security Number \_\_\_\_\_

Church Membership:  Member  Regular Attendee Name of Church \_\_\_\_\_

How long have you attended your church? \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Phone \_\_\_\_\_  
Name and Relationship

## II. Family Information (Optional):

Marital Status (circle one):  Single  Married  Divorced

If married, spouse's name \_\_\_\_\_

If you have children, list their name and ages: \_\_\_\_\_

1. \_\_\_\_\_ 4. \_\_\_\_\_

2. \_\_\_\_\_ 5. \_\_\_\_\_

3. \_\_\_\_\_ 6. \_\_\_\_\_

## III. Education

High School \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Grad Year \_\_\_\_\_

College/Tech School \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Grad Year \_\_\_\_\_

Degree and Major \_\_\_\_\_ Minor \_\_\_\_\_

Other Education, training and licenses \_\_\_\_\_

**IV. Ministry Experience** (list most recent first)

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**Teaching experience:**

(School name, city, state, and zip)      Dates      Grade      Supervisor      Phone

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**Tell Us About Yourself (Answer each question in a Word document and attach)**

1. When and how did you become a Christian?
  
2. What have you been doing to grow spiritually in the past year?
  
3. What would you do to maintain your spiritual growth as a volunteer?
  
4. What are your expectations of Victory Christian School?
  
5. Explain your background in teaching young children.
  
6. What special qualities or qualifications would you contribute as a staff member?
  
7. What is your belief concerning the following issues:
  - a. The authority of the Bible
  
  - b. Use of tobacco, drugs alcoholic beverages
  
  - c. Premarital/extramarital sex
  
  - d. Homosexuality

**V. References**

Please provide three character references (other than family members) who can identify your strengths and weaknesses and describe your background.

1. \_\_\_\_\_  
Name                      Address                      Home / work phone                      Relationship

2. \_\_\_\_\_  
Name                      Address                      Home / work phone                      Relationship

3. \_\_\_\_\_  
Name                      Address                      Home / work phone                      Relationship

**VI. Self-Description**

Please circle the words that best describe you, and cross out words that least describe you.

- trustworthy      dependable      active      compassionate      reliable      self-starter      punctual      flexible*
- laid-back      quick thinker      spontaneous      decisive      teachable      team player      humorous*
- thoughtful      solitary      leader      cautious      risk taker      patient      reflective      honest*
- organized      creative      disciplined      faithful*

What are your spiritual gifts?

Please list any personal weaknesses, areas where you need to grow, or special concerns that could affect your ministry with students.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Have you had any prior injuries that might be aggravated by working with young children?

Are you currently taking any medication prescribed by a doctor for physical or other conditions that would affect your ministry?

Do you have any medical conditions that might be hazardous to others?

If you answered yes to any of the questions above, please attach another page and explain completely.

**VII. Background information**

Have you, at any time, been involved in or accused, rightly or wrongly, of sexual abuse, maltreatment, or neglect?

Yes  No

Have you ever been accused or convicted of possession / sales of controlled substances or of driving under the influence of alcohol or drugs?

Yes  No

Are you using illegal drugs?

Yes  No

Have you been arrested or convicted for any criminal act more serious than a traffic violation?

Yes  No

Have you ever had sexual relations with any minor after you became an adult?

Yes  No

Have you ever been a victim of any form of child abuse?

Yes  No

If yes, would you like to speak to a counselor or pastor?

Yes  No

Have you ever gone through treatment for alcohol or drug abuse?

Yes  No

Have you ever been asked to step away from teaching children in any setting, paid or volunteer?

Yes  No

Is there anything in your past or current life that might be a problem if we found out about it later?

Yes  No

I have read the VCS Mission Statement, Statement of Faith, and Purpose, which are included on the last page of this application and agree to be bound by them.

Yes  No Initial here: \_\_\_\_\_

If the answer to any of the above questions is yes, please attach another page and write a full explanation. These will be discussed confidentially during your interview.

**Waiver / Release**

I, the undersigned, give my authorization to representatives from Victory Christian School to verify the information on this form. VCS may contact my references and appropriate government agencies as deemed necessary in order to verify my suitability as a staff member. I am willing to have a background check made as required by Stutsman County Social Services.

**The information contained in this application is correct to the best of my knowledge.** I authorize any references or churches listed in this application to give you any information (including opinions) that they may have regarding my character and fitness for the classroom. In consideration of the receipt and evaluation of this application by VCS, I hereby release any individual, church, employer, reference, or any other person or organization, including record custodians, both collectively and individually, from any and all liability for damages of whatever kind or nature that may at any time result to me, my heirs, or family, because of compliance or any attempts to comply, with this authorization. I waive any right that I may have to inspect any information provided about me by any person or organization identified by me in this application.

Should my application be accepted, I agree to be bound by the Statement of Faith and policies of Victory Christian School, and to refrain from conduct unbecoming to Christ in the performance of my services on behalf of the school. If I violate these guidelines, I understand that my job may be terminated. By signing this application, I state that all of the information given about myself is true.

I further state that **I HAVE CAREFULLY READ THE FOREGOING RELEASE AND KNOW THE CONTENTS THEREOF, AND I SIGN THIS RELEASE AS MY OWN ACT.** This is a legally binding agreement which I have read and understand.

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

Please include a cover letter and resume with your application form.

Mail to:  
Victory Christian School  
Attn: Mike Woodley, Director  
510 9th Ave. SW  
Jamestown, ND 58401

## **MISSION OF VICTORY CHRISTIAN SCHOOL**

"Unleashing each student's full potential in Jesus Christ"

Victory Christian School is an interdenominational evangelical school commissioned to provide high quality Christian education which ministers to the whole child - body, mind, and spirit. This educational experience encourages excellence and prepares students for life and service to God. A Christ-centered curriculum, rooted in Scripture, is designed to reinforce the values and morals taught in the Christian home and church. Certified Christian teachers demonstrate God's love through their commitment to students while touching hearts, both for this life and for eternity.

## **PURPOSE OF VICTORY CHRISTIAN SCHOOL**

The purpose of VCS is to unleash each student's full potential in Jesus Christ. The Scriptures indicate that education is the ministry given to parents for the purpose of disciplining their children in the ways of the Lord. (Deuteronomy 6:4-9) Our ministry as a school is to help parents bring up their children "in the training and instruction of the Lord." (Ephesians 6:4) We do this by "admonishing and teaching everyone with all wisdom, that we may present everyone perfect in Christ." (Colossians 1:28)

We are not just concerned with a child's intellectual training; but primarily with his/her character development. We train our students to choose Christ-like attitudes while striving to present a Christ-centered curriculum of the highest academic quality.

## **STATEMENT OF FAITH**

Victory Christian School believes the following Biblical truths:

1. The Bible, including both Old and New Testaments as originally given, is the verbally and plenary inspired Word of God and is free from error in the whole and in the part, and is therefore the final authoritative guide for faith and conduct.
2. There is one God eternally existent in three distinct persons in one divine essence, Father, Son and Holy Spirit.
3. God the Father has revealed Himself as the Creator and preserver of the universe, to Whom the entire creation and all creatures are subject.
4. The deity of Jesus Christ, His virgin birth, His sinless life, His atoning believers, and His personal return in power and glory.
5. That mankind is sinful, lost and in need of salvation received by grace through faith and in need of rebirth by the Holy Spirit.

Victory Christian School operates as a nondenominational, evangelical Christian Education School commissioned to provide a high quality Christ centered education following the guidelines previously stated above.