



Western Oklahoma Christian School
P O Box 1566
Clinton, OK 73601

Phone 580.323.9150
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principal@wocs.org
www.wocs.org

Head Of School
Dora Miller

Clinton Campus (PK-6th)
22381 E 1070 Rd
Clinton, OK 73601

Weatherford Campus (PK - 4th)
Life Fellowship
Family Life Center
580.774.8159

Elk City Campus (PK - 6th)
2001 S Randall Ave
Elk City, OK 73644
580.303.4922

Western Oklahoma Christian School is Accredited by:



Association of Christian Schools International



Oklahoma Private School Accreditation Commission
And
The Oklahoma State Department of Education

Western Oklahoma Christian School is a non-profit corporation

TEACHER APPLICATION

Your interest in Western Oklahoma Christian School is appreciated. We invite you to fill out this initial application and return it to our school office. If an opening occurs for which you may qualify, we will notify and ask you to send your placement file to our office. We will also contact your references. If we have continued interest in your candidacy, we will arrange for a personal interview.

We realize that the key to a successful Christian School is its 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: _____

Application date: ____/____/____ Date available: ____/____/____

Present Address _____

How long have you lived at the above address? _____

Permanent Address and Phone number if different than present address

Phone: Day time (____)_____ Evenings(____)_____

Best time to call you? _____

Soc. Sec. No. _____

Email Address _____

* On the reverse side please list any additional addresses where you have resided at any time during the past five years.

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B. POSITION DESIRED

Please indicate 1, 2, 3 choice in the parenthesis. Then to the right please indicate the grades or subjects in order of preference

() Kindergarten

() Elementary _____

() Junior High _____

Full time _____ Part time _____

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

Special Abilities

Please list activities or sports which you would be capable of and willing to direct, sponsor, advise, or coach. (Indicate grade or ability levels).

Future Plans

What would you like to be doing five years from now?

C. CHRISTIAN BACKGROUND

*** On a separate paper briefly give your Christian testimony.**

Bible

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 _____ Signature: _____

Statement

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

Faith

_____ I fully support the Statement as written without reservations.

Signature: _____

_____ I support the 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.

Signature: _____

Church
Service

Denominational preference? _____

What is your local church affiliation? _____

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

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

What other Christian service have you done since becoming a Christian?

What is your attitude toward working with those of other races and those of other denominational beliefs?

Are you capable of teaching a Bible class? _____

To what extent do you believe you should become involved in Sunday and other weekday ministries of the church of which you are a member?

Devotional
Life

Describe your routine of personal Bible study and prayer.

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

D. PROFESSIONAL QUALIFICATIONS

*** Please attach photocopies of all your postsecondary transcripts. Should you be offered a position, official copies of your transcripts must be provided to the school for inclusion in your personnel file.**

Formal
Training

What degree or degrees do you hold?

Degree	Date Received	Issuing Institution
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Your Major(s)

Your Minor(s)

Cumulative undergraduate grade point average _____ Graduate work _____

Total _____ units **after** date of Bachelor's degree _____

Teaching
Experience

Sequentially list your teaching experience with most recent first.

School's Name	Grades or Subjects	Dates
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To what degree are you familiar with various Christian or secular textbook series (i.e., ACSI, ABeka, Bob Jones, Saxon math, Open Court Reading, etc.)?

Textbook
Series
Preferences?

List any other educational advantages that you have had including opportunities for travel.

List any books or articles that you have read recently that have helped you to grow professionally.

Teaching
Credentials

Do you have an ACSI Teaching Certificate? _____

What level? _____ Remains valid for _____ years.

Do you have a state teaching certificate? _____ State? _____

What kind? _____ Remains valid for _____ years.

Endorsement(s) List semester hours in endorsement area(s)

If you do not hold a certificate, what requirements do you lack?

*** Please attach photocopies of any certificates held.**

Christian
School
Preparation

Have you had any courses in the Christian Philosophy of Education?
If so, where and when?

If not, would you be willing to take such a course by correspondence or otherwise?

*** Attach a typed copy of your personal Christian philosophy of Education and how you would implement it in the classroom.**

Have you had other courses giving specific training for Christian day schools? ____
Give details

List any conferences or seminars which you have led or participated in recently.

Describe how teacher evaluation has been helpful to you.

E. PERSONAL PHILOSOPHY

*** On separate paper please label and succinctly answer in one or two paragraphs each of the questions below.**

Short
Essays

- A. Why do you wish to teach in a Christian school?
- B. What are the main characteristics that distinguish a Christian school from a public school?
- C. What do you consider to be the proper classroom atmosphere for learning?
- D. What is your philosophy of discipline? Your attitude toward physical punishment?
- E. What areas do you feel are your strengths? Weaknesses?
- F. What do you believe about the origin of the earth and mankind?
- G. Please summarize any additional information that you would like to present regarding your candidacy for this position.

F. EMPLOYMENT HISTORY

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may make copies of this page or following the same format, use the reverse side.

Work
Background

1. Employer _____
Position _____ Dates of Employment _____
Address _____
Supervisor's Name and Phone Number _____
Reason for leaving _____

2. Employer _____
Position _____ Dates of Employment _____
Address _____
Supervisor's Name and Phone Number _____
Reason for leaving _____

3. Employer _____
Position _____ Dates of Employment _____
Address _____
Supervisor's Name and Phone Number _____
Reason for leaving _____

4. Employer _____
Position _____ Dates of Employment _____
Address _____
Supervisor's Name and Phone Number _____
Reason for leaving _____

5. Employer _____
Position _____ Dates of Employment _____
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?

Have you already signed a contract for next year with any other educational institution? Yes _____ No _____

G. PERSONAL REFERENCES

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

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

Name/Complete Address	Phone	Position
1. _____		

2. _____		

3. _____		

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

Name/Complete Address	Phone	Position	School
1. _____			

2. _____			

3. _____			

H. APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that **Western Oklahoma Christian School** does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or disability.

I hereby certify that the facts set forth in this initial application are true and complete to the best of my knowledge. I understand that discovery of 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 that I will be paid and receive benefits only through the day of release.

I authorize **Western Oklahoma Christian School** to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals who 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 other matters related to my suitability for the job.

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 school, 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 the school.

Since I will be working with children, I understand that I must submit to a fingerprint check by the FBI and possibly other federal and state authorities. I agree to fully cooperate in providing and recording as many sets of my fingerprints as are necessary for such an investigation. 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 to 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.

Signature of Applicant

Date

CONFESSION 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. (II Timothy 3: 16-17; Psalm 119: 8)

We believe in God the Father, God the Son, and God the Holy Spirit. (John 10: 30; John 14: 20; John 15: 26)

We believe in the deity, virgin birth, and bodily resurrection of Jesus Christ. (Matthew 16: 16; Luke 1: 34-35; Acts 1: 9-11)

We believe in creation, not evolution; that man was created by the direct act of God and in the image of God. (Genesis 1: 26-27)

We believe that man fell into sin, that all men are born in sin, and that man is totally depraved and lost, necessitating the new birth experience of salvation by the grace of God through genuine faith in Jesus Christ as Lord and Savior. (Romans 3: 23)

We believe that salvation is "by Grace", plus nothing and minus nothing. Prerequisites to salvation are repentance and faith. (Ephesians 2: 5, 8,9; Hebrews 11: 6)

We believe that men are justified by faith alone and are accounted righteous before God only through the merit of our Lord and Savior Jesus Christ. (Romans 3: 10, 23, 24)

We believe in the person and work of the Holy Spirit by whom believers are called, regenerated, baptized into Christ, indwelt, sealed, and filled for service. (Matthew 24: 30; Matthew 3:11; Luke 12:12; Acts 2:38)

We believe in the visible, personal, return of Jesus Christ. (Matthew 24:30)

We believe in the everlasting conscious blessedness of the saved and everlasting conscious punishment of the lost. (Romans 6: 23)

We believe in marriage between a man and a woman. (Genesis 2:22-24)

We believe that God wonderfully and immutably creates each person as male or female. Together these two distinct complementary genders reflect the image of God. (Genesis 1:26-27)

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Revised October 2022

Please read, sign and date that you have read the Confession of Faith and return with your application.

Signature of Applicant

Date

Name of the Applicant

NOTICE REGARDING BACKGROUND INVESTIGATION

A consumer report (background screening report) and/or an investigative report which may include information concerning your character, employment history, general reputation, personal characteristics, police record, education, qualifications, motor vehicle record, mode of living, and/or credit and indebtedness may be obtained in connection with your application for and/or continued employment with WESTERN OKLAHOMA CHRISTIAN SCHOOL. **A consumer report and/or an investigative consumer report may be obtained at any time during the application process or during your employment with WESTERN OKLAHOMA CHRISTIAN SCHOOL.** You have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report. Please be advised that the nature and scope of any investigative consumer report. Please be advised that the nature and scope of the most common form of investigative consumer report obtained with the regard to applicants for employment and/or volunteering is an investigation into your education and/or employment history conducted by backgrounds.com.

AUTHORIZATION

By signing below, I, _____, hereby voluntarily authorize WESTERN OKLAHOMA CHRISTIAN SCHOOL to obtain either a consumer or an investigative consumer report about me from a consumer reporting agency and to consider this information when making decisions regarding my employment and/or continued employment and/or volunteering at WESTERN OKLAHOMA CHRISTIAN SCHOOL. I understand that I have rights under the Fair Credit Report Act, including rights discussed above. This report may be delivered in either written or electronic form.

Print Name (last, first, middle)

Social Security Number

Date of Birth (MM/DD/YYYY)

Driver's License Number

Driver's License State

Email Address

(For ID Purposes Only)

Any other names I have been known by: _____

Current Address: _____

Previous Addresses (Last 7 Years) _____

Signature

Date

Check for CA, MN or OK applications only, if you would like to receive a copy of the consumer report if one is obtained.



AUTHORIZATION TO RELEASE REFERENCE INFORMATION

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2000 S Randall Ave
Elk City, OK 73644
580.821.7096

Western Oklahoma
Christian School is
Accredited by:



Oklahoma Private School
Accreditation
Commission
And
The Oklahoma State
Department of
Education

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I have made application for a position as a _____ with **Western Oklahoma Christian School**. 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 which 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 **Western Oklahoma Christian School**, 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 **Western Oklahoma Christian School**.

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 Name (Print)

Date

Applicant's Social Security Number

Applicant's Signature

The mission of Western Oklahoma Christian School is to provide a Bible-based elementary education for the children of Christian families in order that each student have the opportunity to **grow** spiritually strong and scholastically sound.

