



## North Valley Christian Academy Teacher Employment Application

Thank you for your interest in North Valley Christian Academy. We look forward to the possibility of joining our NVCA family and serving the Lord together. Please fully complete the application and make sure all items listed on the checklist have been completed. In order to be considered for a position at NVCA, a complete application is required.

### Checklist

Items to be submitted with application

- Current Resume
- Official Transcripts from all Postsecondary Institutions
- Copy of Arizona Fingerprint Clearance Card (front and back)
- Copy of Teacher certification and other certifications
- Christian testimony essay
- Answers to additional essay questions

After completion and submission of the checklist items, if a position is open and qualifications are met, you will be contacted to schedule an interview.

If employment is offered, a background check must be completed prior to completion of the hiring process.

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

Submit complete application, including all items above to  
[NVCAemployment@northvalleyca.org](mailto:NVCAemployment@northvalleyca.org).



**33655 North 27<sup>th</sup> Drive  
Phoenix, AZ 85085  
Phone (623) 551-3454  
Fax (623) 551-4067**

## **Teacher Application for Employment**

Full Name: \_\_\_\_\_ Application Date: \_\_\_\_\_

Email: \_\_\_\_\_ Date Available: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Position Desired: \_\_\_\_\_

full time  part time  substitute

Do you actively attend a local, Bible-believing church?  yes  no

Name of church: \_\_\_\_\_

Teacher Certification (level and state): \_\_\_\_\_

Expiration date: \_\_\_\_\_

Do you have a fingerprint clearance card?  yes  no

Expiration date: \_\_\_\_\_

Can you submit verification of your legal right to work in the United States?

yes  no

Have you ever been convicted of a crime?  yes  no

If so, please explain

What are your areas of strengths?

What are your areas of opportunities for growth?

**Professional Qualifications**

Month/Year	Degree	Institution	Major/Minor(s)

**Teaching Experience**

Sequentially list your teaching experience, with most recent first. (Please attach additional sheet if needed.)

Month/Year	Position	School/Organization	Responsibilities

Total years of teaching experience: \_\_\_\_\_

Do you have any endorsements?

Please list any activities or sports you are able and willing to lead, sponsor or coach.

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**Early Education Applicants:**

Do you hold a preschool certificate (or CDA)? \_\_\_yes \_\_\_no

Indicate from what college \_\_\_\_\_

Are you working towards a preschool or CDA certificate? \_\_\_yea \_\_\_no

What courses have you completed? \_\_\_\_\_

\_\_\_\_\_

**Additional Employment History**  
(begin with most recent)

1. Employer \_\_\_\_\_  
 Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_  
 Address \_\_\_\_\_  
 Supervisor's Name and Number \_\_\_\_\_  
 Reason for Leaving \_\_\_\_\_
  
2. Employer \_\_\_\_\_  
 Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_  
 Address \_\_\_\_\_  
 Supervisor's Name and Number \_\_\_\_\_  
 Reason for Leaving \_\_\_\_\_
  
3. Employer \_\_\_\_\_  
 Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_  
 Address \_\_\_\_\_  
 Supervisor's Name and Number \_\_\_\_\_  
 Reason for Leaving \_\_\_\_\_
  
4. Employer \_\_\_\_\_  
 Position \_\_\_\_\_ Dates of Employment \_\_\_\_\_  
 Address \_\_\_\_\_  
 Supervisor's Name and Number \_\_\_\_\_  
 Reason for Leaving \_\_\_\_\_

**Professional References**

Give 3 references qualified to speak of your professional training and experience. List your recent or most current principal/supervisor first.

Name	Yrs. Known	Position	Email	Phone

**Personal References**

Please do not list family or relatives as references.

Name	Yrs. Known	Email	Phone

## Essay Questions

Please answer each essay question and submit with this employment application and other required documents listed on page 1 of employment packet.

1. Why do you wish to teach in a Christian school?
2. What is your education philosophy and how does your faith inform your teaching?
3. What is your approach to classroom procedures and discipline?
4. Share your faith with us, including how you became a Christian.

By signing below, you are confirming and declaring all information completed in this application packet, including all pages as well as additional items provided, is true, accurate, and complete.

“I have read this application and declare all of my answers on all pages including additional items provided are true, accurate, and complete.”

Signature \_\_\_\_\_

Date \_\_\_\_\_