



LEGACY CHRISTIAN ACADEMY
5500 Olive Drive
Bakersfield, CA 93308
Phone 661-393-1783
www.legacychristianbakersfield.org

Hiring Process

1. Pray
2. Attend Informational Meeting
3. Agreement with Legacy's mission, vision, core values & objectives, philosophy of education and Statement of Faith
4. Submit Resume & Pre-Application Form via email pcowan@legacybakersfield.org or
Drop off or Mail to:
Legacy Christian Academy (Tues/Thurs./Fri.)
5500 Olive Drive, Bldg. 11
Bakersfield, CA 93308
5. Upon completion of the steps above, an application will be sent to you or your resume will be kept on file for future consideration
6. Submit application with references, copy of transcripts and, if applicable, credentials and certifications

Drop off or Mail to:
Legacy Christian Academy (Tues/Thurs./Fri.)
5500 Olive Drive, Bldg. 11
Bakersfield, CA 93308
7. Interview with Administrator(s) or Board representatives
8. References checked & background check performed
9. 2nd Interview, if appropriate
10. Offer letter
11. Final Agreement & Contract of Terms

POSITION(S) SOUGHT

TEACHER:

Core Courses (indicate all grade levels you desire to teach and/or which you consider yourself qualified)

Grade Level(s): K 1 2 3 4 5 6 7 8 HS

Particular subjects or areas of expertise within the core curriculum (e.g., reading specialist, math, science, history, etc.): _____

Elective Courses (indicate all subjects you desire to teach and consider yourself qualified)

Foreign Languages

- Spanish
- Latin
- ASL
- _____
- _____

Fine/Performing Arts

- Music
- Theater
- Art
- Speech/Debate
- Photography

Computer Tech.

- Keyboarding
- Applications
- _____
- _____

Physical Education

- PE/Gym
- Dance
- _____
- _____

Team Sports

- Football
- Basketball
- Volleyball
- Soccer
- _____

Other

- Yearbook
- Newspaper
- Government
- Logic
- Bible/Apologetics

Please list any special talents and abilities related to teaching: _____

OTHER STAFF: Administrative Assistant Office Support Staff Classroom Aide Day Care Staff Coach

EDUCATION

College or University	City, State	Degree	Major	Dates Attended	Overall GPA

Copies of all College and/or University transcripts, both undergraduate and graduate, must be filed with your application or soon after it has been submitted.

CERTIFICATION

Certified Subject Area	Specify State and Cert.	Highest Degree Earned	Expiration Date

EMPLOYMENT HISTORY

Please list your last three employers, beginning with your current or most recent employer.

Employer _____ Employed from ___/___/_____ to ___/___/_____

Employer's address & phone #

Position

Summary of Responsibilities & Experience:

Specific Reason for Leaving:

May we contact? Yes *Name, title & direct number of contact person:*

No *Please indicate why not:*

Employer _____ Employed from ___/___/_____ to ___/___/_____

Employer's address & phone #

Position

Summary of Responsibilities & Experience:

Specific Reason for Leaving:

May we contact? Yes *Name, title & direct number of contact person:*

No *Please indicate why not:*

Employer _____ Employed from ___/___/_____ to ___/___/_____

Employer's address & phone #

Position

Summary of Responsibilities & Experience:

REFERENCES

Please provide four references with phone numbers and email addresses. Include at least two professional references and at least one reference who can comment on your Christian faith outside of the family.

Name	Relationship to Applicant
Company	City/State
Phone & Email	Years Known
Name	Relationship to Applicant
Company	City/State
Phone & Email	Years Known
Name	Relationship to Applicant
Company	City/State
Phone & Email	Years Known
Name	Relationship to Applicant
Company	City/State
Phone & Email	Years Known

Our school welcomes employees, volunteers, and students of different nationalities, races and denominations. How have you demonstrated an ability to work with others who may be different from you or have beliefs different from yours? Please describe any difficulties that you may have encountered.

If you are offered a position, will you be able to verify that you are legally permitted to be employed in the United States?

Yes No If "No," why not: _____

PERSONAL BACKGROUND INFORMATION

If you answer "yes" to any of the questions in this section, please attach a separate sheet indicating the nature of the suit, offense, date, court, and disposition or other appropriate explanation. 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.

1. Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer?
 Yes No
2. Has any employer ever subjected you to disciplinary action, suspended, terminated, or asked you to leave a job or volunteer position on the grounds of any unlawful behavior, or violation of an employer's integrity, conduct or harassment policies?
 Yes No
3. Have you ever been charged in *civil* or *criminal* proceedings with alleged improprieties regarding children or minors?
 Yes No
4. Have you ever entered a plea of guilty, a plea of "no contest" (*nolo contendere*), or has any court ever deferred further proceedings without entering a finding of guilty and placed you on probation or in a public service or education program for any crime other than a minor traffic offense?
 Yes No
5. Have you ever been suspended, discharged, or resigned in lieu of discharge from any position?
 Yes No

CHRISTIAN BACKGROUND

What is your denominational preference, if any? _____ Church name _____

Pastor's name _____ Phone number _____

Address _____

May we contact your pastor? ___ Yes ___ No Contact after (date) _____

Are you active in your church? ___ Yes ___ No In what capacities? _____

Give a brief account of how you became a Christian: _____

What do you think it means to be a Christian? _____

What authority do the Scriptures have in your life and in the world? _____

CURRENT ISSUES

We live in a pluralistic society with many conflicting beliefs and values. As a school leader and representative, your students and/or parents may ask you specific questions about controversial issues. Your answers will come from your personal convictions. We need to know the view of those who would be Christian role models for our children. Please share your personal convictions as a Christian toward:

Wine, beer, and other alcoholic beverages

Smoking and chewing tobacco

Marijuana and other non-prescription drugs

Entertainment (music, dancing, etc.)

Premarital sex

Divorce and remarriage

Abortion

Homosexuality

Adultery

Personal debt

Gossip

Lying/cheating

If you have a personal testimony regarding any of the above items that you would like to share, please do so here or on a separate sheet.

SIGNATURE OF ATTESTATION

I hereby attest that all information provided
in this application is complete and truthful.

Signed: _____

Date

Printed Name: _____

SCHOOL STAFF AGREEMENT

MISSION

Legacy Christian Academy's mission is to strengthen Christian families by integrating home and school for the glory of God.

VISION

The Vision of Legacy Christian Academy is to provide a solution for families seeking a viable educational alternative for their children through a University Model School®. As a University Model School®, Legacy Christian Academy takes the most positive aspects from public and private schools, as well as, home schools, to give students a highly successful, college-preparatory education.

CORE VALUES & OBJECTIVES

The core values and primary objectives of Legacy Christian Academy are to love and glorify God, help make disciples, affirm and encourage parents, strengthen family relationships, educate with excellence, integrate home and school and reach out to serve communities.

EXPECTATIONS OF LEGACY CHRISTIAN ACADEMY EDUCATORS

- Display a love for God, children and learning
- Demonstrate a passion for a University Model Education and excellence in teaching
- Assist and respect parents in their role as spiritual and academic mentors
- Cultivate effective communication skills to motivate and inspire students toward learning
- Demonstrate Christ-honoring character and humility
- Serve as a positive role model for students, parents and the community

PHILOSOPHY OF EDUCATION

The person of Jesus Christ is the focal point of all that is, has been, and ever will be. We believe that the education of our children begins with this reality. Most philosophies of education place man at the center and are humanistic. The Christian philosophy places God at the center and seeks to view life in every dimension through this lens. We desire our children to self-consciously live and move and have their being in Christ, as the Scriptures teach (Acts 17:28). We believe that God is the author of all truth and that reality in life is only fully understood through a personal saving knowledge of Jesus Christ.

We believe the Bible is the only authoritative written revelation to man. We hold a bibliocentric view which encompasses all aspects of a students' educational experience: spiritually, physically, mentally and socially. All knowledge is therefore interrelated and teaches us about God's character, wisdom, and power. Therefore, every attempt is made to integrate the principles of faith and learning so that each student will develop a viable Christian world view and live a life that brings glory and honor to God.

We believe God has given parents, not the Church or State, the responsibility of educating their children and teaching them to faithfully love and serve Him. We believe our role as educators is to be in loco parentis, "in the place of the parent". Our board, administration and faculty view themselves as servants of the parents who assist them in their Biblical obligation to educate their children in the Lord.

STATEMENT OF FAITH OF LEGACY CHRISTIAN ACADEMY

Staff, faculty, and Board Members of Legacy Christian Academy embrace the historic tenets of Christianity as presented in the following Statement of Faith. Beyond these primary doctrines, we respect and acknowledge many secondary doctrinal questions exist among the true Body of Christ. We defer to parents and their local Bible-believing churches to clarify these issues.

Statements on Faith, Life, and Conduct

We believe that to fulfill our mission and ministry, it is essential that the members of our community share in both the hope of the Gospel of Jesus Christ and certain truths and principles taught by the Scriptures. As a community of faith, therefore, we proclaim and believe...

1. **The Bible:** We believe the Bible to be the only inerrant, authoritative Word of God, and that it is, therefore, the final authority in matters of faith and practice. (2 Timothy 3:16, 2 Peter 1:20-21)
2. **The Trinity:** We believe that there is one God, eternally existent in three persons: the Father, Son, and Holy Spirit. (Deuteronomy 6:4; Matthew 28:19; John 10:30; Colossians 2:9; 2 Corinthians 13:14)
 - i. **God the Father:** We believe the Father is fully God, and His fatherhood is eternal and personal. He is the Father of our Lord Jesus Christ, and of all who believe in Christ. (Genesis 1:1; 2 Corinthians 1:3; Ephesians 4:4-6; 2 Corinthians 6:18)
 - ii. **God the Son:** We believe in the deity of Christ, His virgin birth, His sinless life, His miracles, His substitutionary and atoning death, salvation through His shed blood, His bodily resurrection, His ascension to the right hand of the Father, and His coming return. (Matthew 1:18-25; John 1:1-2, 14; 3:16-18; Acts 1:9-11; Romans 5:8-11; 2 Corinthians 5:21; Ephesians 1:20-23; Philippians 2:5-11; Hebrews 4:14-15; 7:25; 1 Thessalonians 4:16-17)
 - iii. **God the Holy Spirit:** We believe that the Holy Spirit indwells all believers. He, likewise, convicts of sin, increases desires for righteousness and obedience, leads in truth, brings assurance, empowers, and gives spiritual gifts to the church. (John 3:3-8; 14:16-17; 16:7-11; 1 Corinthians 2:13; 12:11-13; 2 Peter 1:20-21)
3. **Human Nature:** We believe all people are created in the image of God, to be like Him in character. Our sin alienates us from God, makes us liable for His judgment, and ultimately results in eternal death apart from God's salvation. (Genesis 1:26-27; Romans 1:18-23; 3:23; 5:12; 6:23; Ephesians 2:1-3)
4. **Salvation:** We believe it is through Christ's death on the cross, where He took our sin upon Himself, and His resurrection, where He defeated death once and for all, that we can be made right with God on the basis of Christ's righteousness and atoning death. We can never make up for our sin by self-improvement or good works. Only by trusting in Jesus Christ alone can we be forgiven for our sin, overcome our separation from God, and be saved from God's judgment. At salvation, we are justified by God; meaning that we are declared positionally righteous before God because of our identification with Jesus Christ. (John 1:12-13; 6:37-40; 10:28-30; Ephesians 1:7, 13; 2:8-9; 1 John 5:11-13)
5. **The Church:** We believe that believers comprise the Church which is the Family of God, the Body of Christ and the Temple of the Holy Spirit, and that it is expressed in local churches. It was created by God to display His glory on the earth by reaching out to people who do not know Him, lifting up worship to Him, loving one another as His family, growing in maturity to be like Christ, and serving others in His name. (Matthew 26:26-29; 28:18-20; Acts 2:42-47; 1 Corinthians 12:1-27; Ephesians 1:22-23; 3:10; Colossians 1:18; 1 John 3:14-18)

6. **The Christian Life:** We believe it is God’s will that through the Holy Spirit, we continually grow in grace, in obedience, and in our love for Him until we get to heaven and are made perfect in Christ. (Romans 6:1-8; 1 Corinthians 6:11; Philippians 1:6, 2:13)

7. **Eternity:** We believe in the bodily resurrection of all people. We believe in a literal heaven and hell, and that all men will either spend eternity under God’s just and holy judgment or in His glorious presence. (Daniel 12:2; Matthew 25:31, 46; John 5:28-29; 1 Corinthians 15:51-52; 2 Thessalonians 1:9)

As a community seeking to submit to one another out of a love for Christ, we also believe...

1. Life within the Christian community must be lived for the glory of God, daily conforming ourselves to the image of Christ, and recognizing the lordship of Christ in all aspects of our shared work.ⁱ
2. A steadfast love for and accountability to Jesus and His people should motivate our actions in this community of believers.ⁱⁱ
3. As saints and fellow ministers of Christ, we each bear responsibility for serving and loving one another.ⁱⁱⁱ
4. The words and actions of the faculty, staff, students, and parents in our community are often not a private matter. We are called to pray for each other and for each other’s welfare, go to each other in love when conflict or concerns arise, and hold each other accountable for the consequences of our attitudes and conduct.^{iv}
5. Each member of our community is responsible for their own behavior as it reflects upon the Lord, the school community, and themselves, particularly in the area of personal freedom where discretion, moderation, and restraint should be practiced.^v
6. Attaining common goals and order in community life often calls us to subordinate our individual prerogatives. Christian freedom also includes the choosing not to do some things in order to contribute to the common spiritual and emotional good of the impressionable students and families we serve as well as to promote the betterment of the Christian community of which we are a part.^{vi}
7. We should endeavor and encourage one another to bear the fruit of the Spirit—love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control.^{vii}
8. Every person—regardless of tribe, language, or nation—should be afforded compassion, love, kindness, respect, and dignity.^{viii}
9. Hateful and harassing behavior or attitudes toward any person are not in accord with the Bible and should not be tolerated. We should strive and encourage one another to overcome pride, covetousness, envy, lust, and immodesty, as all are destructive to the unity of the Body of Christ.^{ix}
10. We should seek to edify each other and our community by sharing the all surpassing peace of Christ, avoiding slander, gossip, and discord and refusing to act out of selfish ambition, arrogance, anger, or a complaining spirit.^x
11. All human life is sacred, begins at conception, and is created by God in His image.^{xi}
12. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. God wonderfully and immutably creates each person as either male or female that together reflect the image and nature of God.^{xii}
13. God instituted the glorious gift of marriage, a covenant relationship between one man and one woman only, with the husband born male and the wife born female.^{xiii}
14. God designed sexual intimacy to occur only between one man and one woman who are married to each other. We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.^{xiv}
15. All forms of profanity, dishonesty, theft, drunkenness, and sexual immorality (including adultery,

homosexual behavior, and use of pornography) are destructive to our souls, sinful, and offensive to God.^{xv}

16. God offers redemption and restoration to all who confess their sin, repent, and seek His mercy and forgiveness through Jesus Christ.^{xvi}

We believe that to preserve the integrity and mission of Legacy Christian Academy as a Christian discipleship school and ministry, and to provide a biblical example to those within and outside our community, all Legacy employees, volunteers, co-teachers, and parents agree to and abide by these Statements of Faith, Life, and Conduct.^{xvii}

These Statements do not, however, define the boundaries of our fellowship, care, or attention. Nor are they an excuse for indifference or a reason to refuse extending mercy, kindness, compassion, and love—in word and deed—to all who suffer from the brokenness of a fallen world. As fellow sinners, the gospel calls us to walk in humility, clinging to the cross of Christ for salvation and not to claims of moral superiority or self-righteousness. These Statements, therefore, are far from rigid standards that demand absolute perfection. Rather, they are intended as a shared set of beliefs, expectations, and ideals to agree upon, proclaim, and pursue. If any member of our community finds themselves out of accord with these beliefs or pursuing practices contrary to these Statements, they should speak with an appropriate member of the faculty or administration to determine whether their beliefs and practices can be reconciled with those of Legacy Christian Academy.

These Statements do not exhaust the extent of our beliefs and standards.^{xviii} The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. However, for purposes of Legacy Christian Academy's faith, doctrine, practice, policy, and discipline, the Legacy Christian Academy School Board and Board of Trustees is the final interpretative authority on the Bible's meaning and application.

The above statements are based on fundamental Christian beliefs that we strongly support as the primary doctrine for teaching. Legacy Christian Academy does not promote or endorse any particular denomination. It is our desire to maintain this position for the purpose of unity and fairness to each student. In the event other doctrinal issues upon which this ministry has no official stance are brought up, students will be referred back to the family and church for final authority. We desire to remain united in the salvation and love of Christ, avoiding any dissention, which may be caused by denominational distinctives.

Faculty, staff and the Board of Directors must be in agreement with the Legacy Christian mission statement and statement of faith. Please sign below if you agree with everything included in the document.

Signed: _____

_____ *Date*

Printed Name: _____

DECLARATION OF MORAL INTEGRITY

I understand that Legacy Christian Academy expects all of its employees and its volunteers with unsupervised access to children to model the same Christian values and lifestyle that it seeks to inculcate in its students. As an applicant for such a ministry position, in the capacity of an employee or a volunteer at this school, I recognize, understand, and agree to live by the Christian moral standards of Legacy Christian Academy.

I declare that during the past year I have not engaged in, at the current time I am not engaging in, and promise that I will not during the term of my employment or volunteering, engage in inappropriate sexual conduct. Inappropriate conduct is deemed to include, but is not limited to, such behaviors as the following: heterosexual activity outside of marriage (e.g., premarital sex, cohabitation, extramarital sex), homosexual or lesbian sexual activity, sexual harassment, use or viewing of pornographic material or websites, or sexual abuse or improprieties toward minors as defined by Scripture and federal or state law.

I declare that during the past year I have not engaged in, at the current time I am not engaging in, and promise that I will not during the term of my employment or volunteering, engage in illegal or illicit drug use or alcohol abuse. This would include but is not limited to street drugs, abuse of prescription drugs, alcohol abuse, and drunkenness.

I declare that the above statement is factual and true. My signature below indicates that I meet the moral integrity standards and Christian role model lifestyle requirements of Legacy Christian Academy.

Signed: _____

Date

Printed Name: _____

“Honor marriage, and guard the sacredness of sexual intimacy between wife and husband. God draws a firm line against casual and illicit sex.” Hebrews 13:4 (The Message)

“Since an overseer is entrusted with God’s work, he must be blameless—not overbearing, not quick-tempered, not given to drunkenness, not violent, not pursuing dishonest gain.” Titus 1:7 (New International Version)

“A pupil is not superior to his teacher, but every one [when he is] completely trained—readjusted, restored, set to rights, and perfected—will be like his teacher.” Luke 6:40 (The Amplified Bible)

These questions are for your information. They may be asked at the interview.

1. Why do you want to be a part of Legacy Christian Academy?
2. What do you believe is the unique role of the Christian school?
3. What is your view of parents' role in the educational process?
4. What are your philosophies about how children best learn, classroom management, and discipline?
5. What do you consider to be your strengths as a professional and a teacher?
6. Describe how you are a spiritual leader to others.
7. List any special skills, preparation, training or areas of significant experience/expertise you may have. Please address such topics as school operations, curricula development, teacher training, school accreditation experience, certifications, special areas of study, leadership, classroom &/or home school experience, etc.
8. What are your favorite books on education?

INTERESTS

1. What are your hobbies?
2. What are your favorite television programs?
3. Please list the last three movies you have attended.
4. What are your favorite forms of recreation?