



# THE OAKS SCHOOL

2201 Executive Park Drive Opelika, AL 36801

## APPLICATION FOR EMPLOYMENT

### PERSONAL INFORMATION

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

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

Present Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Other phone (work or home) \_\_\_\_\_

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

Please list any additional addresses where you have resided at any time during the past five years:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List your preferred age group to teach: (Rank your top 3 choices)

\_\_\_ PreK \_\_\_ K/1 \_\_\_ 2/3 \_\_\_ 4/5 \_\_\_ 6/7 \_\_\_ 8/9 \_\_\_ 10-12

\_\_\_ Full-time \_\_\_ Part-time \_\_\_ Substitute \_\_\_ Aide

Would you be willing to also sponsor an activity like drama, sports team, music, or other area?

Please describe your background in this area. \_\_\_ Yes \_\_\_ No \_\_\_ Maybe

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How did you find out about The Oaks School? \_\_\_\_\_

**Have you ever**

been dismissed from a position	_____ yes	_____no
been asked to resign from a position	_____ yes	_____no
been refused continuing employment	_____ yes	_____no
been convicted, pled guilty, or pled nolo contendere to a felony?	_____ yes	_____no
been convicted, pled guilty, or pled nolo contendere to a crime involving child abuse or sexual abuse?	_____ yes	_____no
had a report of child abuse or sexual activities involving K-12 student or minor filed against you with a school district, Children Services Division, a police agency, or in court?	_____ yes	_____no

**If yes, please explain:**

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**EDUCATIONAL BACKGROUND**

High School: \_\_\_\_\_ Date of Graduation and Years Completed \_\_\_\_\_

Post-High School Training (College, Business School, Military, etc)

Name/Location of	Dates	Graduate (Yes/No)	Degree	Major
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Do you hold a teaching certificate? \_\_\_\_\_ yes \_\_\_\_\_ no If yes, please answer the appropriate questions:

Type: \_\_\_\_\_ State \_\_\_\_\_

Certificate Number: \_\_\_\_\_ Expires: \_\_\_\_\_

## TEACHING BACKGROUND

Please describe your teaching background, including teaching at home, in a school, business, or church setting.

A. School/Church/Business/Home

Dates Taught

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Grades/Subjects

Numbers of Years

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B. School/Church/Business/Home

Dates Taught

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Grades/Subjects

Numbers of Years

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C. School/Church/Business/Home

Dates Taught

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Grades/Subjects

Numbers of Years

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D. School/Church/Business/Home

Dates Taught

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Grades/Subjects

Numbers of Years

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## QUESTIONS

Please answer the following questions on a separate sheet of paper:

1. Why do you want to teach at The Oaks School?
2. How would you create a supportive, encouraging learning environment in your classroom?
3. What special skills, talents, and abilities could you bring to The Oaks School?
4. Please describe your plan for discipline and classroom management?
5. What is something that you love to do and feel created by God to do?
6. How would you approach the multi-age classrooms at The Oaks School?

**OTHER WORK EXPERIENCE**

List all jobs or experience during the last ten years:

Dates	Employer and Job
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**REFERENCES**

**Give four references including**

- A supervisor at your most recent place of employment
- Your minister
- A co-worker or friend

<u>Name and Address</u>	<u>Phone</u>	<u>Email</u>
1. _____		
2. _____		
3. _____		
4. _____		

**SCHOOL VISION**

Do you support a four-day school week with no homework? \_\_\_\_\_ yes \_\_\_\_\_ no

Values:

-**No homework/four day week:** Students will be challenged to be focused and work hard during the day in a creative learning environment, while also knowing when they leave school they are free to enjoy time with family and engage in sports, music, dance, or other interests.

-**Encouraging Learning Environment:** Teachers are encouraged and equipped to see the strengths of each child and help them pursue their God-given destiny. Students feel supported and cared for and reach higher goals as a result of the encouragement from teachers.

-**Strong Academics:** A curriculum that promotes excellence in academics.

-**Leadership Development:** The development and facilitation of each student's spiritual gifts, talents, passions, and leadership skills.

What part of the school values are you most excited about? (Please underline)

Do any of the values bring you concern or hesitation as a teacher? Please explain.

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**CHURCH BACKGROUND**

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

\_\_\_\_\_ I fully support.

\_\_\_\_\_ I support the statement except for the areas listed and explained on a separate paper.

What church do you currently attend? \_\_\_\_\_

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

Please describe your involvement there. \_\_\_\_\_

Describe your Bible study and prayer routine: \_\_\_\_\_

What are some of your favorite books that have shaped you spiritually:

**RELEASE AND AUTHORIZATION FOR RELEASE OF INFORMATION**

I \_\_\_\_\_ CERTIFY that the answers provided by me herein and the representations made on my resume are true and correct, to the best of my knowledge and without reservation. I further affirm that I have not withheld facts or circumstances that would detrimentally affect the accuracy of the information provided by me in this application. I hereby authorize The Oaks School to verify any and all information contained in this application and to inquire about my ability and qualification for employment from former employees and others. I hereby release The Oaks School, its directors, officers, employees, agents, and all those who disclose information to The Oaks School, from any liability in connection with gathering such information. I agree with the Statement of Faith that accompanied this application or have noted any disagreement on this application. I agree that this application is not a contract or promise of specific treatment or guarantee of employment.

The Oaks School assures equal opportunity in all personnel policies in accordance with all applicable laws. Policies are administered without regard to age, sex, marital status, race, color, national origin, or disability. The Oaks School seeks employees on the basis of position qualifications and on the basis of Christian beliefs and school vision. The Oaks School's right to use religion as a criterion for employment is established by the First Amendment of the Constitution of the United States, and federal and state statutes.

I have read this release and authorization of release of information, and enter if freely and voluntarily.

\_\_\_\_\_

*Signature*

\_\_\_\_\_

*Date*

*Please email completed application to admin@theoaksschool.org 334-703-4340*