

Oklahoma Bible Academy

Phone: (580)242-4104

5913 W. Chestnut
Enid, OK 73703

Fax: (580)242-4106

E-Mail: oba@oklahomabible.com

TEACHER APPLICATION

Your interest in Oklahoma Bible Academy is appreciated. We invite you to fill out this 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 and passionate about their subject, who really love students, and who, by the pattern of their lives, are Christian role models.

We look forward to receiving your 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: _____

Address: _____ Social Security Number _____ - _____ - _____

City: _____ State: _____ Zip: _____

Phone: Home (____) _____ - _____ Cell (____) _____ - _____

E-mail address _____ @ _____ Spouse's Name _____

B. POSITION DESIRED

What subject(s) are you qualified to teach? _____

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

Please list activities or sports for which you would be capable and willing to direct, sponsor, or coach. (Circle as many as apply).

Speech	Basketball	Golf	Swim	Worship Team	Student Council
Debate	Softball	Football		Band	Track, Tennis
Academic Team	Baseball	Baseball		Small ensembles	Cheerleading
Drama	Volleyball	Cross Country		Weight Lifting	Small Bible/Prayer Group

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

What are your special interests or hobbies? _____

C. CHRISTIAN BACKGROUND

*** Briefly give your Christian testimony. Please use a separate sheet of paper.**

*Please carefully read our Doctrinal Statement and indicate your degree of support.

Oklahoma Bible Academy Doctrinal Statement

OBA views itself as an influential part of the three major forces of the life of each child - the home, the church, and the school. OBA intends to be a partner with the home. It intends to be cooperative with the churches represented among the student body, supportive of activities and programs, and of those positions of the churches on doctrinal issues within the community of historic Christian Orthodoxy.

OBA affirms these 8 core doctrines:

The authority and inerrancy of Scripture.
The Trinity - Father, Son and Holy Spirit
The Holy Spirit is the third person of the Trinity.
The full deity, humanity and physical return of Christ
The spiritual lostness of the human race
The substitutionary atonement and bodily resurrection of Christ
Salvation by faith alone in Christ alone
The propagation of the Gospel message.

Doctrinal Statement

1. We believe that every word in the original writings is inspired by God and is without error. It is accurate in all matters to which it speaks. The Scriptures of the Old and New Testaments are the foundation of the faith and practice of Oklahoma Bible Academy (II Tim. 3:16; II Pet. 1:21). We believe the Bible to be the center of true Christian unity and the supreme standard by which all human conduct, creeds and opinions shall be tried.
2. We believe in one God, eternally existing in three persons: Father, Son, and Holy Spirit. (Gen. 1:1, John 10:30, John 10:37-38)
3. We believe The Holy Spirit is the third person of the Trinity. He regenerates, indwells, baptizes, and seals all believers in Christ and empowers those yielded to God. (Matt. 28:19; John 3:3-7; Titus 3:5; I Cor. 6:19; Rom. 8:9; I Cor. 2:12; 12:13; Eph. 4:30; Col. 3:14)
4. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory. (Is. 7:14, Matt 1:23, Luke 1:35, Heb. 4:15, Heb. 7:25, John 2:11, Heb. 9:12, Eph. 1:7, Col. 1:14, John 11:25, Acts 1:11, Rev. 19:11-16)
5. We believe that man was created in the image and likeness of God. In Adam, all mankind fell into sin with the result that all men are sinners. Men are justly condemned to eternal judgment and can do nothing to merit salvation. (Rom. 2:2,3,5; Eph. 2:8,9; Gen. 1:27, 9:6; Rom. 5:12; 3:23; Eph. 2:1)
6. We believe that salvation is given to those chosen by God and drawn to Christ by the Holy Spirit. The only means to their salvation is belief in Christ's substitutionary death and resurrection. (Acts 4:12; 13:38, 39; I Cor. 15:1-4; Rom. 4:4, 5; 5:1; John 3:16; Eph. 2:8, 9; Acts 16:31; Eph. 1:4, 5; Rom. 8:29, 30)

7. We believe that all who are united to the risen and ascended Son of God are members of the church which is the body and bride of Christ. Its mission is to witness to its head, Jesus Christ, preaching the gospel among all nations. (Eph. 1:22, 23; 5:24-30; I Cor. 12:4-13, 27)
8. We believe that Christians are called to a holy life of service and testimony in the power of the Holy Spirit. This service includes the propagation of the gospel message to the whole world. (I Pet. 1:15, 16; Acts 1:8; I Cor. 3:12-17; John 14:1-3)

___ I fully support the Statement as written without any reservations.

___ 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.

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 ___ Comments - _____

What is your local church affiliation? _____

Are you presently a member of your church? Yes ___ No ___ Years? _____

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

Pastor's Name _____ Pastor's Phone (_____) _____ - _____

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

Are you capable of teaching a Bible class? Yes ___ No ___ If yes, what would be your subject preferences?

Describe your routine of personal communication with God. _____

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.**

High School diploma received from _____
School Name City State

What degree(s) or degrees do you hold?

Degree	Date Received		Issuing Institution
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Degree	Date Received		Issuing Institution
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Degree	Date Received		Issuing Institution
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Major(s) Major(s) Minor

Total semester hours **after** your highest degree _____

Sequentially list your teaching experience with most recent first **or attach a resume of your experience.**

_____ Dates Subjects	_____ School Name	_____ Administrator	_____ Grades &
_____ Dates Subjects	_____ School Name	_____ Administrator	_____ Grades &
_____ Dates Subjects	_____ School Name	_____ Administrator	_____ Grades &
_____ Dates Subjects	_____ School Name	_____ Administrator	_____ Grades &
_____ Dates Subjects	_____ School Name	_____ Administrator	_____ Grades &

Have you had student teaching experience? Yes ___ No ___ If yes, _____
When _____
Where _____ Responsibility _____

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.

Do you have an ACSI Teaching certificate? Yes ___ No ___ What level? _____ Expires _____

Do you have a state teaching certificate? Yes ___ No ___ State? _____ Expires _____

Endorsements on certificate(s) **or attach photocopies of certificate(s) held.**

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

Have you had a course in the Christian Philosophy of Education? Yes ____ No ____ If so, where and when?

E. PERSONAL PHILOSOPHY

1. Why do you wish to teach at Oklahoma Bible Academy?

2. What are the main characteristics that make a Christian school unique?

3. What do you consider to be the proper classroom atmosphere for learning?

4. What is your philosophy of discipline? What is your attitude toward physical punishment?

5. What areas do you feel are your strengths?

6. What do you believe about the origin of the earth and mankind?

7. Please summarize any additional information that you would like to present regarding your candidacy for this position.

F. EMPLOYMENT HISTORY (Outside of teaching)

Sequentially list your employment experience outside of teaching with the most recent first.

_____ Dates Responsibility	_____ Employer	_____ Supervisor	_____
_____ Dates	_____ Employer	_____ Supervisor	_____ Responsibility
_____ Dates Responsibility	_____ Employer	_____ Supervisor	_____
_____ Dates Responsibility	_____ Employer	_____ Supervisor	_____

Have you served in the military? Yes ___ No ___. If yes, what type of training or education did you receive?

G. PERSONAL REFERENCES Give three references and contact information of persons qualified to speak of your spiritual experience and Christian service.

- 1.
- 2.
- 3.

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

- 1.
- 2.
- 3.

H. APPLICANT'S CERTIFICATION AND AGREEMENT

I understand that Oklahoma Bible Academy does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or qualified disability.

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

I authorize Oklahoma Bible Academy 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 position.

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 may be subjected to a fingerprint check by authorities. I agree to fully cooperate in providing and recording as many sets of my fingerprints as necessary for such an investigation. I authorize the school to conduct a criminal records check or other background checks. 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 that it could 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 agreement is being offered at this time.

I certify that I have carefully read and do understand the above statements.

Signature of Applicant

Date

Items to include with your application.

- 1. Personal testimony
- 2. Copies of current certificates
- 3. College transcripts
- 4. References

Please Submit to:
Oklahoma Bible Academy
Headmaster
5913 W. Chestnut
Enid, OK 73703

Communication:
oba@oklahomabible.com
Phone: (580)242-4104
Fax: (580)242-4106

The following information is requested from all applicants to document the school's good faith effort to provide appropriate teachers and staff and protect children. Because of the personal and private nature of the information, your answers will be kept confidential. If you prefer to discuss your answers in confidence with the headmaster rather than on this form, please indicate this.

PERSONAL QUESTIONNAIRE

Do you have any physical, mental, health, or life-style problems (please list) which could keep you from effectively working with children or that could cause potential harm? ___ Yes ___ No

If yes, please list and explain:

YES NO

- ___ ___ Do you enjoy the energy, spontaneity, and curiosity of children?
- ___ ___ Are you willing to read and follow Oklahoma Bible Academy's policies regarding caring for and teaching students?
- ___ ___ Are you willing to receive training on Oklahoma Bible Academy's policies regarding hygiene, safety, and security procedures?
- ___ ___ Are you willing to receive training meeting the physical, mental, emotional, social, and spiritual needs of students?
- ___ ___ Will your own spiritual growth and participation in worship services continue to be a priority in your life?

CONSENT FOR BACKGROUND CHECK

The information I have provided in this application is correct to the best of my knowledge. I authorize Oklahoma Bible Academy to provide information or opinions they may have regarding my character and fitness for working with children. I release Oklahoma Bible Academy, individuals representing the school, and all references from any liability in their compliance with this authorization. I also waive any right I may have to inspect references, letters or statements.

I give my permission to Oklahoma Bible Academy to conduct background checks regarding criminal records, employment, and education files as needed for school use with regard to positions in which I supervise, teach, or care for minors.

Should my application be accepted, I agree to be bound by the bylaws and policies of this school and to refrain from unscriptural conduct in the performance of my services for the school.

I further state that I have carefully read the foregoing release and know the content thereof, and I sign this release as my own free act. This is a legally binding agreement, which I have read and understood. I understand that the information provided about me will be held as confidential.

Applicant's Printed Full Legal Name _____

Applicant's SSN _____ Applicant's Date of Birth _____

Applicant's address: _____

Applicant's Signature _____ Date _____