



3500 N 4<sup>th</sup> St.  
Flagstaff, AZ. 86003  
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### **Application for Employment- Confidential**

This application is to be completed by all applicants for any position at Flagstaff Christian School. It is being used to help the school provide a safe and secure environment for those children and youth who participate in our programs and facilities.

Name \_\_\_\_\_  
Last First Middle

Position Applying for \_\_\_\_\_

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

City, State, Zip \_\_\_\_\_

Cell Phone \_\_\_\_\_ Social Security No. \_\_\_\_\_

Birthday \_\_\_\_\_ Email \_\_\_\_\_

Have you ever been investigated for, accused, suspected, indicted, or convicted of any crimes involving child abuse, child sexual abuse, attempted sexual abuse of a minor, or any other crime involving children?  
Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

As an adult, have you ever abused or molested a minor in any way, regardless of whether there was any criminal investigation or conviction? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Have you ever been convicted of a DUI offense? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please describe all convictions for the last five years: \_\_\_\_\_

Has your driver's license ever been revoked or suspended? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please describe all occurrences in the past five years: \_\_\_\_\_

Have you ever been convicted of a felony? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain on a separate sheet of paper.

*I acknowledge the answers to the above statements to be true. Should it become necessary, I authorize Flagstaff Christian School to further investigate any of my answers.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**\*\* Please attach a copy of your resume or CV.**

List any specialized training and/or specialties that you have received:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**References:**

1. Pastor of your church \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

2. Recent educational supervisor \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

3. Other professional educator \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

**Questions:**

1. Are you currently a member of or are you willing to become an active member of a local, Bible-believing church? \_\_\_\_Yes \_\_\_\_No
2. What is your church affiliation? \_\_\_\_\_
3. Denominational preference? \_\_\_\_\_
4. What church activities are you involved in? \_\_\_\_\_
5. Do you fully support the FCS doctrinal statement without mental reservation? \_\_\_\_Yes \_\_\_\_No
6. Do you believe the Bible to be the infallible Word of God and our final authority in all matters of faith, conduct, and truth? \_\_\_\_Yes \_\_\_\_No
7. Describe your personal devotional routine: \_\_\_\_\_  
\_\_\_\_\_
8. What do you know about the community of Flagstaff?
9. If you don't already live here, what is drawing you to Flagstaff? If you do live here, what do you love about Flagstaff?

**Additional Essay Questions** (please attach typed or handwritten answers to the following questions)

1. How would you answer if you were to die tonight and stand before God and He asked you, "Why should I let you into My heaven?"
2. Why do you wish to work at a Christian school?
3. What are your personal strengths? Weaknesses?
4. Summarize any further information you feel is pertinent to the application process.

***Attach a typed or handwritten paper that describes your Christian testimony.***

I understand employment at Flagstaff Christian School is open to qualified individuals who are Christians of good character, without regard or reference to race, gender, national or ethnic origin, color, age, or disability. Flagstaff Christian School is a religious educational ministry, permitted to discriminate on the basis of religion. All prospective and current employees must agree with Flagstaff Christian School's mission statement, and they must be willing to conduct their lives in conformity with the school's statement of faith and the school's declaration and agreement to ethical and moral integrity.

I hereby certify that the facts set forth in this application are true 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 already hired may subject me to immediate termination upon discovery. I further understand that I will only be compensated for benefits through the day of release.

I hereby authorize **Flagstaff Christian School** to interview my primary references I have listed as well as names of parties that may have been mentioned by such references and by myself during the interview process.

I hereby authorize my references and former employers to disclose to **FCS** any and all records, performance reviews, letters, reports, and other information related to my employment. I also waive my right to review any disclosures and waive the right to file a claim based on such information. I also waive the right to view my reference material supplied to the school.

Since I am working with children, I understand there are criminal background checks required and willing submit to all checks necessary by the state of Arizona including, but not limited to, fingerprinting.

I also understand that this is just an application for employment and not a contract for employment. I understand that contracts are offered separate from the application process.

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

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Signature of applicant

Date

**Doctrinal Statement**  
**Flagstaff Christian School**

1. We believe the Bible to be the only inspired, accurate, and authoritative Word of God (II Timothy 3:15; II Peter 1:21).
2. We believe there is one God, eternally existent in three persons: God, the Father; Jesus, The Son; and the Holy Spirit (Genesis 1:1; Matthew 28:19; John 10:30).
3. We believe in the deity and in the humanity of our Lord Jesus Christ (John 10:33), in His virgin birth (Isaiah 7:14, Matthew 1:23; Luke 1:35, in His sinless life(Hebrews 4:15, 7:26), in His miracles(John 2:11), in His vicarious and atoning death through His shed blood His vicarious and atoning death (I Corinthians 15:3, Ephesians 1:7, Hebrews 2:9), in His bodily resurrection (John 11:25, I Corinthians 15:4), in His ascension to the right hand of God, the Father, (Mark 16:19) and in His personal return in power and glory (Acts 1:11, Revelation 19:11).
4. We believe regeneration, by the Holy Spirit, through faith in Jesus Christ, is absolutely essential for the salvation of lost and sinful people (John 16:5-15, 20:21-23; Romans 8:1-17).
5. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life. (Romans 8:13-14; I Corinthians 3:16, 6:19-20; Ephesians 4:30, 5:18).
6. We believe in the resurrection of both the saved and the lost, the saved unto the resurrection of life and the lost unto the resurrection of eternal separation from God (John 5:28-29).
7. We believe Christian unity is necessary to accomplish the mission Jesus has entrusted to His church here on Earth (Romans 8:9; I Corinthians 12:12-13; Galatians 3:26-28).

I affirm my personal agreement with the Flagstaff Christian School Doctrinal Statement without any mental reservations.

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Signature

Date

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Print Name

## FCS POSITION ON CRITICAL ISSUES

One of the strengths of Flagstaff Christian School is its place as an interdenominational institution. The joy of sharing the person of Christ and living in unity as a body of believers is, in part, the realization that we have differences in areas nonessential to salvation and that through this recognition and acceptance we can mutually experience that which brings about patience, understanding and love among believers (Rom. 15:5). It is equally important to clearly articulate our position on certain critical issues that are foundational to the mission and values of FCS.

### Foundational

            
Initials     The Board of Flagstaff Christian School takes clear position in opposition to each of the following: (1) drunkenness (Eph. 5:18); (2) abortion (Lev. 18:21); (3) premarital sex/extramarital sex (I Thes. 4:3); (4) homosexuality (Rom. 1:26, 27; Lev. 18:22); pornography (Ps. 101:3a).

### Qualified

            
Initials     The Board of Flagstaff Christian School takes a qualified position on the following issues: (1) legal vices; (2) euthanasia; (3) marriage; (4) divorce; (5) creation.

1.     Legal Vices: There does not appear to be a clear Biblical directive regarding gambling or the use of tobacco and alcoholic beverages except in the case of drunkenness. However, inasmuch as our current society has experienced serious health and personal economic problems related to addiction to these vices, we would discourage use of alcohol or tobacco or participation in gambling.
2.     Euthanasia: There is a wide variance of definition of the term euthanasia. The definition, which FCS would take a stand against, would be the willful act of inducing or speeding up the death process.
3.     Marriage: God's design for marriage is the union of one man and one woman.
4.     Divorce: God's best for His children would have a man and a woman married only to each other for a lifetime. Inasmuch as there are different interpretations of the Biblical reasons for divorce and God's view of the same, the issue would be referred back to the individual, the home, or the church for a final decision.
5.     Creation: We teach that man was created by God and in His image (Gen. 1:27) and believe there is compelling evidence for Creation and the Flood (Gen. 6-8); all things in the universe were created and made by God in the six literal days of the creation week described in Genesis 1:1-2:3, and confirmed in Exodus 20:11. We believe that none of the Biblical account of Creation and the Flood needs compromising. What we teach in this regard is consistent with the Bible record.

### Neutral

            
Initials     The Board of Flagstaff Christian School takes no position relative to the following issues: (1) speaking in tongues; (2) form of baptism, i.e., sprinkling or immersion; (3) election; (4) the church and politics; (5) political endorsements by FCS; (6) healing; (7) communion.  
"No position" is defined as viewing an issue to be nonessential to salvation but which has much variance among Christian evangelical groups as they interpret the Scriptures. Therefore, any formal discussions would be referred back to the home and church for that individual to determine for himself. This would not prevent an individual, if asked, from giving his/her personal point of view.

I have questions in this area with Flagstaff Christian School's Position on Critical Issues

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I affirm my personal agreement with Flagstaff Christian School's Position on Critical Issues.

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*Signature*

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*Date Signed*

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*Printed Name*

## Employee Code of Ethics

Flagstaff Christian School is a Christian academic institution committed to the teachings and principles of the Bible. Therefore, all FCS personnel (i.e., administration, faculty, and staff) are required to affirm their commitment to the school's Mission Statement, Statement of Faith, and Position on Critical Issues. Such affirmation, of course, demands a high standard of personal and professional conduct.

This Employee Code of Ethics has been developed and implemented to identify and emphasize certain behaviors that we desire as we attempt to maximize our "role model" responsibilities to our students and their families. Therefore, as an FCS employee, I affirm the following:

- I will be faithful in discharging all of the duties associated with my employment at Flagstaff Christian School.
- I commit to pray specifically and regularly for FCS students, parents, administrators, colleagues, and for issues associated with the successful operation of the school.
- I will make a strong and positive contribution to this school, its students, and their parents.
- I will strive to be a cooperative, joyful employee committed to serving the school in accordance with God's will.
- I will affirm other employees, as well as encourage and commend them in the fulfillment of their roles.
- I commit to handle all interpersonal relationship issues according to the scriptural mandate found in Matthew 18.
- I will follow, both in letter and spirit, the operational policies and procedures of the Board of Directors, the Administrator, and my immediate administrative supervisors.
- I will maintain appropriate confidentiality regarding all important matters, including compensation issues, information about colleagues, information about students, information about FCS parents, and information regarding the operation of the school.
- I will maintain a clear Christian testimony in all school and community settings so that the name of Christ, the reputation of the school, students and families, and my name will not come into disrepute.
- I will strive to be a living example to all school constituencies of the characteristics the school seeks to produce in the lives of its students.

**Violation of any of these provisions of the Employee Code of Ethics will jeopardize the employment relationship with the school and will result in a warning, written reprimand, request to resign, or dismissal, depending upon the severity of the violation, the determination of which will be made by the Flagstaff Christian School Administrator.**

I have read, understand, and fully agree to abide by the provision of this *Employee Code of Ethics*.

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Printed Name

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Signature

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Date

