

EL CAMINO ACADEMY (ECA)

STAFF APPLICATION

Contact information:

To call from the U.S. / Canada: 011-571-676-1339

www.eca.edu.co

elcamino@eca.edu.co

Recruiting: info@eca.edu.co and/or director@eca.edu.co

Part I: Personal Information

1. Complete legal name (as shown in your passport): _____

Name you go by: _____

2. Date of birth: _____ Place of birth: _____
(MM/DD/YYYY) City / State / Country

3. Passport country: _____ No.: _____

Other nationalities and/or passports: _____

4. Sex _____ Age: _____

5. Current mailing address: _____ Current email address: _____

_____ Skype address: _____

6. Landline number: _____ Cell phone number: _____

7. Permanent address (if different): _____

8. Emergency contact:
Name: _____ Relation: _____

Landline: _____ Cell Phone: _____

Email address: _____ State they live in: _____

9. Where are you currently employed / studying? What is your current role there?

10. Date you could begin at ECA: _____

11. What length of service do you anticipate? Check one.
1 Year _____ 2-3 years _____ Career/long-term service _____

12. How did you hear about El Camino Academy?

Part II: Family Status

1. Check one:
Single ___ Married ___ Widow ___ Divorced ___ Separated ___ Re-married ___

If divorced, separated or remarried, on a separate paper give more details (how long ago, God's healing process, etc.).

2. If married, what is your spouse's current job? What does he/she envision doing in Bogotá?

3. Names, ages and current grades of children: (Indicate which ones would accompany you):

4. On a scale of 1 to 5, how do your children feel about this possible move?

1 (negative), 5 (very supportive) N/A 1 2 3 4 5 (Circle one)

5. On a scale of 1 to 5, how much do your parents support your decision of teaching/working in Colombia?

1 (negative), 5 (very supportive) N/A 1 2 3 4 5 (Circle one)

Part III: Health

1. Please describe your health. Include significant past or present problems:

2. Do you have any health issues that high altitude (8,700 ft) might affect?

Part IV: Skills, hobbies, and experiences

1. Rate your level of Spanish from 1 to 5 (1 = low, 5= high) 1 2 3 4 5 (Circle one)

2. What are you doing / have you done to learn Spanish?

3. Do you speak any other foreign languages? Indicate degree of fluency.

4. Please list your cross-cultural experiences:

5. Comment on any other skills, hobbies, interests or abilities you have. Are any of your skills and/or hobbies something you would be willing to teach in an elective setting?

YES NO

Part V: Service Preferences

Please select service preference; in rank order, specify choices for grade, subject, position, etc.

Teacher _____

Administrator _____

- Teacher Assistant _____
- Administrative support _____
- Other _____

Part VI: Education and Certification

EDUCATION

1. Please complete the following information regarding your education starting with HS graduation. Please indicate BA or BS in what area.

SCHOOL/ PLACE	DEGREE	COMPLETED YES/NO	DATE
	High School Diploma	YES	

2. CERTIFICATION (State, ACSI, TESOL, etc.)

SUBJECT AREA OR LEVEL	CERTIFYING AGENCY	CERTIFICATION DATE	EXPIRATION DATE

3. Are you certified with ACSI (Associated of Christian Schools International)?

- YES NO

If yes, please scan a copy of your current certification with your application.

If no, are you willing to become ACSI certified within the first 2 years of teaching (we will provide the necessary materials)?

- YES NO

4. Please describe your proficiency with technology: _____

5. List your previous four jobs.

DATES (Month and year)		NAME OF EMPLOYER	CONTACT INFO (E-mail or phone number)	POSITION	REASON FOR LEAVING
FROM					
TO					
FROM					
TO					
FROM					
TO					
FROM					
TO					

6. Which of these jobs did you like best? _____

7. What did you like most about this job? _____

Part VII: Spiritual Maturity

1. How long have you been born again and walking with the Lord? _____

2. What church do you attend? _____

3. How long have you attended? _____

4. How often do you attend church? _____

5. Have you been water baptized? YES NO Year _____

6. Describe any Christian service in which you have been involved in the last 5 years.

7. Describe your devotional and prayer life. _____

8. What gifts do you believe the Lord has equipped you with to build up the Church? _____

9. List three strengths, one in each of the personal, professional and spiritual areas. _____

10. List three weaknesses or aspects you are working on, one in each of the personal, professional and spiritual areas. _____

We believe that all school staff serve as leaders and role models; therefore, we look to 1 Timothy 3 as the biblical requirements given to one who desires to lead in the Church. With that in mind, please comment/complete each of the following questions.

11. *“Now the overseer must be above reproach, . . .” 1 Timothy 3:2 (NIV)*

“. . . must give no grounds for accusation . . .” (Amplified)

Do you believe your life reflects the life of Christ in moral purity (with regard to lust, sexual activity outside of marriage, pornography, flirtatiousness, immodesty , etc.) and Christian ethics? Is your life above reproach? Please comment.

12. *“...he must manage his own household well...” 1 Timothy 3:2 (NIV)*

Please describe your marriage and/or family life.

13. *“. . . temperate, self-controlled, respectable, . . .” 1 Timothy 3:2 (NIV)*

Do you believe that you exhibit control over your emotions and actions, even in stressful situations? Do your emotions affect your ability to work well with others?

14. *“. . . hospitable, . . .” 1 Timothy 3:2 (NIV)*

Please describe how this applies to you.

15. *“. . . able to teach, . . .” 1 Timothy 3:2 (NIV)*

Do you believe that you have a good working knowledge of the Bible? Are you capable and ready to communicate the counsel of God’s Word to others? _____

16. *“not given to drunkenness, . . .” 1 Timothy 3:3 (NIV)*

Describe whether you have ever used illegal drugs, whether you drink alcohol, and your convictions about the subject.

17. *“. . . not violent but gentle, not quarrelsome, . . .” 1 Timothy 3:3 (NIV)*

How do you cope with interpersonal conflict? _____

18. How do you feel you respond to criticism? _____

19. “. . . *not a lover of money.*” 1 Timothy 3:3 (NIV)
How does money influence you in your decision making?

Please state your views on the following: (This is not a test of your Bible knowledge, but we do want to know what you believe regarding some doctrines.) You may support answers with Scripture when applicable.

20. *Salvation*: What is it and how is it obtained? _____

21. *The Trinity*: _____

22. Please describe what the “*inerrancy of Scripture*” means to you. _____

23. Describe your beliefs about the use of *spiritual gifts* in the Church today (found in Romans 12 and 1 Corinthians 12): _____

24. What, if any, Christian authors, books, pastors, or teachers have influenced you most?

Part VIII: Commitment to Christian Education

1. Briefly describe your perspective on the purpose and role of Christian education. _____

2. What methods of classroom discipline have you found successful? _____

3. Life in a third-world country (including an international school) might not be as predictable as you are used to. Please give an example of a situation where you have had to be flexible.

4. Give your thoughts on effective biblical integration within the Christian school curriculum and pedagogy.

Part IX: Missionary life

1. Is teaching a job, profession, calling, passion, or ministry for you? Explain.

2. Why do you want to teach at El Camino Academy (ECA) in Bogotá, Colombia? _____

3. What might be difficult for you to adjust to?

4. Have you ever been affiliated with a mission in the past? Explain.

5. Do you have an idea of a mission you might want to be affiliated with?

6. How do you plan to raise support for your living expenses?

7. What outstanding debts do you have that you need to consider as you plan for responsibly serving at ECA? _____

Part X: Background Information

Have you ever pled “no contest,” nolo, or guilty to a crime, or been convicted of a crime?	<input type="checkbox"/> YE:	<input type="checkbox"/> NC
Are any charges currently pending against you?	<input type="checkbox"/> YE:	<input type="checkbox"/> NC
Has any adjudication ever been withheld?	<input type="checkbox"/> YE:	<input type="checkbox"/> NC
Have you ever been a defendant in a civil suit on an intentional tort (assault, battery, false imprisonment, invasion of privacy, intentional infliction of emotional distress, intentional wrongful death)?	<input type="checkbox"/> YE:	<input type="checkbox"/> NC
Do you have any commitments to any other employer which may affect your service at ECA?	<input type="checkbox"/> YE:	<input type="checkbox"/> NC

NOTE: Answering “yes” to these questions does not constitute an automatic bar to service at ECA

If you answered yes to any of the preceding questions, please give dates and details explaining each answer (attach additional pages if necessary):

Part XI: References

Please list below three people who know you well. They should include each of the following: a pastor or a spiritual leader, a person in the education field and a Christian friend.

	NAME	EMAIL ADDRESS	TELEPHONE	STATE
PASTOR / CHURCH LEADER				
PROFESSIONAL				
PERSONAL				
FAMILY				

Part XII: Attach the following documents

1. Electronic copy of current photo for ID card
2. Attach copies of transcripts for each school attended. Original transcripts are not necessary.
3. A one-page summary describing (a) how and when you came to know the Lord and (b) your current walk with Him
4. Additional info from Family Status: question 1 (if needed)
5. Copies of certifications and diplomas will be needed if accepted.

Part XIII: Signed Agreements

Agreements can be found at this link: <http://www.eca.edu.co/get-involved/potential-teachers>

1. I have read ECA's **Statement of Faith** and I agree with it.

Teacher signature: _____

Comments / Questions

2. I have read ECA's **Philosophy of Education** and I agree with it.

Teacher signature: _____

3. I have read ECA's **Mission and Vision Statements** as well as ECA's **Core Values** and I agree with them.

Teacher signature: _____

4. I have read ECA's **Spiritual and Professional Norms** form and I agree to abide by them.

Teacher signature: _____

5. I have read the **Security Memo** and I am aware of and understand the information written in it.

Teacher signature: _____

6. I have read ECA's **Child Protection Policy** and I agree with it.

Teacher signature: _____

7. I have read ECA's **Teacher Internet Use Policy** and I agree with it.

Teacher signature: _____

8. I understand that it is Colombian law to be covered by health/accident insurance, and I commit to getting this coverage within the first weeks of being in Colombia if I have not already taken out a policy.

Teacher signature: _____

9. The information given by me on this application and during the interview process is true and complete in all respects, and all information requested in the application process will be provided in a timely way. I agree that if the information is found to be false, misleading, or unsatisfactory in any respect (in El Camino's judgment), I will be disqualified from consideration for service, or subject to immediate dismissal if discovered after I am accepted.

Teacher signature: _____

Date: _____

* If you have any problems submitting this application, please contact webmaster@eca.edu.co.

* If you have not heard from us within a week of submitting this application, please contact us directly at info@eca.edu.co.