

THE KING'S ACADEMY

1015 S. Ebenezer Road Florence, SC 29501



Phone (843) 661-7464 Fax (843) 661-7647

Head of School or Principal Employment Application

Please print the following information. All answers should be as complete as possible. Responses will be held in confidence with the TKA Board of Trustee Search Committee, TKA Board of Trustees and Trinity Presbyterian Session. All applications will remain on file for a minimum of two (2) years from date of application.

A. Personal Information:

Name Phone Fax E-mail Address

Date of Birth Social Security Number

Mailing Address

City State Zip

B. Employment History. Please list last three (3) employers:

1. _____
Current (or most recent) Employer Position

Address Dates of Employment

Reason Left (if applicable)

2. _____
Employer Position

Address Dates of Employment

Reason Left

3. _____
Employer Dates of Employment

Address Position

Reason Left

How many years of administrative experience do you have? _____

C. Health Information: (Attach additional pages as needed)

1. Can you perform the essential functions of the job with or without reasonable accommodations? (Please specify) _____

D. Academic Information: (Attach additional pages as needed)

1. Please list all post-secondary institutions attended:

| Institution | Date(s) Attended | Major | GPA | Degree Earned |
|-------------|------------------|-------|-----|---------------|
|-------------|------------------|-------|-----|---------------|

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2. Describe any special courses/training received in Christian Education. _____

3. Current Special Certificates/Licenses held. _____

4. Describe any special honors received, articles or books published, offices held, etc. _____

5. Describe any other courses or training completed, including date completed and providing organization, which would relate to the administrator's position. _____

6. Give name of all schools, grade(s) taught, subjects and dates. _____

7. Please describe all past experience in Christian schools _____

8. Give any additional educational experience you have had in administration. _____

Academic Information, continued

TKA REQUIRES THAT A COLLEGE TRANSCRIPT BE ON FILE FOR ALL EMPLOYEES

9. Do you hold a current teaching certificate? Yes No Expiration Date _____

State and Number of Certificate Concentration Area/Endorsements

10. If you do not currently hold a degree in administration, are you interested in taking additional college courses or pursuing an advanced degree in administration? Yes No N/A

11. Are you interested in this degree being from a Christian university? Yes No N/A

12. Please share your educational philosophy _____

E. Spiritual Information: (Attach additional pages as needed)

1. _____
Name of church currently attending Denomination Pastor's Name

Address Phone Number

2. Number of years attending _____ Attend: Weekly Often Rarely

3. Have you accepted Jesus Christ as your personal Lord and Savior? Yes No Date _____

4. What is God saying to you and doing in your life at the present time? _____

5. Describe any type of Christian service in which you have been involved _____

6. What does the statement "Being led by the Spirit" mean to you? _____

7. What does the Great Commission personally mean to you as a teacher? _____

8. Please share your Statement of Faith _____

9. Give evidences of your gift of administration. _____

F. Christian School Information (Attach additional pages as needed)

1. What do you consider to be the distinctive characteristics of the Christian school?

2. How do these characteristics differ from public or non-Christian schools? _____

3. What characteristics of Christ should be found in a Christian educator? _____

4. Please comment on the Lord's leading in your life toward working in a Christian school _____

5. Please share your definition of a worldview educational perspective. _____

G. Administrative Duty Information: (Please retype these questions on a separate sheet of paper and answer them to submit with this application).

1. Share some of your ideas for maintaining academic excellence and taking it to a new level of Excellence.

2. Describe any experiences you have had in selecting / evaluating curriculum and the role of curriculum in an excellent Christian education.

3. Describe the role fine arts should play in a Christian education.

4. Describe the role athletics should play in a Christian education.

5. Describe your philosophy of discipline in a Christian school environment.

6. Describe your experiences in dealing with budgets and finances.

7. Describe your experiences in the areas of hiring and firing.

H. Other Information.

1. Have you ever been charged or arrested for a misdemeanor or felony? Yes No

If yes, please explain. _____

I. References.

Please list three (3) **personal references**

1. Name _____
 Occupation _____
 Address _____
 Phone _____

2. Name _____
 Occupation _____
 Address _____
 Phone _____

3. Name _____
 Occupation _____
 Address _____
 Phone _____

Please list three (3) **professional references.**

1. Name _____
 Occupation _____
 Address _____
 Phone _____

2. Name _____
 Occupation _____
 Address _____
 Phone _____

3. Name _____
 Occupation _____
 Address _____
 Phone _____

The King's Academy selects qualified persons for employment without regard to race, sex, or national origin, but does, however, reserve the right to use established selection criteria in support of its goals and objectives. All information submitted will be held in confidence.

Mission Statement: TKA's mission is to produce academic, social, and physical excellence through a program where the mind and heart of each student is coming fully alive in Christ

Statement of Faith:

- We believe the Holy Scriptures are the Word of God written, which are contained in the sixty-six books of the Old and New Testaments. We believe that the Bible is God's infallible Word, written by men who were divinely and uniquely inspired by the Holy Spirit, and that it is our supreme authority in matters of faith and practice. We affirm our belief in the verbal and plenary inspiration of the Scripture in their original autographs. In addition, we believe that the Old and New Testaments are a complete witness to God's redemption through the incarnation of Jesus Christ, who is the Living Word. The Holy Scriptures are authoritative for us; are the absolute of God's revelation of what we are to believe and how we are to live, and reveal all we need to know about God, all He requires of us and His will for the Church.

- We believe God the Father is sovereign in creation, providence, and salvation. He is Lord God Almighty, who in the beginning created all things from nothing. He simply spoke and it was. Because He is sovereign, He controls all of His creation. The crowning achievement of His creation was when He made man in His own image - a living soul, who is a spiritual being, housed in a human body. Man disobeyed God and sin came into the world. The perfect relationship between God and man was fractured. In His sovereignty, mercy, justice and holiness, God made provision by paying the sin debt through His Son Jesus Christ, to forgive man's sin, to heal the fractured relationship, and to restore man in His image. The scripture refers to the fulfillment of God's provision of salvation as "being born again", not of the flesh, but of the spirit.

Jesus answered, "I tell you the truth, no one can enter the kingdom of God unless he is born of water and the Spirit. Flesh gives birth to flesh, but the Spirit gives birth to spirit. You should not be surprised at my saying, 'You must be born again.'" (John 3:5-7 NIV)

- We believe Jesus Christ is the second Person of the Godhead. He is the only begotten Son of God who was conceived by the Holy Spirit and was born of Mary who was a virgin. He took upon himself the form of a man. In His essence, He is fully and completely God and man at the same time. Through His death on the cross, He paid the debt for our sins, and through His bodily resurrection He made it possible for us to stand in the presence of God forgiven, justified, redeemed, and adopted into the family of God. Salvation is not based on good works or merit but on the sacrificial death and atoning work of Jesus Christ, which is received by faith alone. Jesus is the only way to salvation - there is salvation in no other person or system of belief. Through Him we are in the process of being sanctified as we grow to be more and more like Him.

- We believe the Holy Spirit is the third Person of the Godhead, who has come to glorify Jesus Christ. The Holy Spirit leads us into a saving relationship with God through Jesus Christ, He convicts us that we are sinners and He applies the saving work of Jesus to our hearts and gives us faith to accept Jesus as our personal Savior and Lord. It is the Holy Spirit who empowers us to live as the people of God, to perform good works, and to be witnesses to His glory. The Holy Spirit leads us into sanctification. He does that as He produces the Fruits of the Spirit in our lives. Sanctification is never complete in this life; however, we are constantly growing toward its completion.

- We believe one day Jesus will return in all power and glory. On the day of His return there will be the resurrection of both the saved into eternal life and the unsaved into eternal damnation.

I have read the Statement of Faith and Mission Statement of The King’s Academy and am in agreement with its doctrine and principles. Furthermore, I hereby state that all information on this application and presented by me in the application process is true and correct.

Signature of Applicant

Date

FOR OFFICE USE ONLY

| <u>Item</u> | <u>Date Accomplished</u> |
|-------------------------------------|---------------------------------|
| Application | _____ |
| Background Check | _____ |
| Transcripts | _____ |
| Personal References | _____ |
| Professional References | _____ |
| Certification | _____ |
| Interview (1) | _____ |
| Interview (2) | _____ |
| Letter of Employment/Non-Employment | _____ |
| Letter of Intent | _____ |
| Contract Signed | _____ |
| Payroll Information | _____ |

COMMENTS: