

**HOPE CHRISTIAN ACADEMY**

**A Legacy of Excellence**

**VOLUNTEER/TEACHER/HCA STAFF**

 **APPLICATION**

Dear Volunteer/Teacher/HCA Staff,

Hope Christian Academy wants to thank you for making the commitment to dedicate your time and effort for our school.

We appreciate you and your family for everything you do. Volunteering and Ministering is a great way to connect with the school and have a hands-on experience with children's education.

We understand that it is difficult to make this sacrifice to work for Christian School with a smaller pay or volunteering your hours. We are praying for you and your family for God to give you His reward. Your support means so much to this administration all of the teachers and parents here at Hope. We couldn’t do it without people like you.

The Christian child’s education is one of the most important investments we can make for their future. That is why we want to thank you for your heartfelt desire to become involved. Hope Academy believes that success comes from strong teamwork. Let us pledge to work together to bring glory to God’s school as one body of Christ.

I Corinthians 12: 4-6 tells us, “There are different kinds of gifts, but the same Spirit. There are different kinds of service, but the same Lord. There are different kinds of working, but the same God works all of them in all men.”

Hope Christian Academy is extending this invitation to join us in serving our Lord that we may all hear some day, “Job well done, good and faithful servant.”

In Christ’s Service,

Lily Kovalchuk

Hope Christian Academy

**VOLUNTEER/TEACHER/HCA STAFF CODE AND COVENANT**

As a volunteer/teacher/staff of Hope Christian Academy, I understand I am to uphold the guidelines as stated in the Handbook. I have read and understood the policy of Hope Christian Academy.

I am a born-again Christian, committing to living my life as Christian role model (Rom. 10:9–10, 1 Tim. 4:12, Luke 6:40). I will conduct myself in a way that will not raise questions regarding my Christian testimonies.

I will work with others in a collaborative spirit, which is necessary for any parent leadership at Hope Christian Academy. I will listen to other ideas and work as a team with other parents as we serve our children and above all, Jesus Christ.

When there is a problem to be resolved I will take it directly to the teacher or the person involved. I will act responsibly and follow the Biblical model of Matthew 18:15-17 which says, “If your brother sins against you go and show him his fault, just between the two of you. If he listens to you, you have won your brother over. But if he will not listen, take one or two others along, so that every matter may be established by the testimony of two or three witnesses. If he refuses to listen to them tell it to the church.”

I will not be involved in the spread of gossip.

When working as a classroom I will not comment to others, observations made of student behavior, or on skill and ability level, for the protection of all children.

I understand that should I not uphold these guidelines as a volunteer/teacher/HCA staff of Hope Christian Academy, I will be asked to step down from my duties.

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**H O P E C H R I S T I A N A C A D E M Y**

**Application**

Our school exists to provide a distinctive, Biblically based education in a nurturing environment through which students are instilled with godly character, inspired to excel, and prepared for a life of enduring commitment to Christ. We appreciate your desire to volunteer your services to our school. Since we value our students highly and seek their protection and safety, we ask volunteers who might have unsupervised access to them to go through an application and screening process to serve in our school. We are seeking volunteers who are qualified, who really love children, and who, by the pattern of their lives, are Christian role models (Luke 6:40).

Please print. Each question should be answered fully and accurately.

Applicant’s Last name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

First name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Middle initial \_\_\_\_

Current address: Street address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State\_\_\_\_\_ Zip\_\_\_\_\_ Phone: Days ( \_\_\_)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Evenings ( \_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell ( \_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Preferred E-mail address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Volunteer Position Desired\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Application date \_\_\_/\_\_\_/\_\_\_

Available when? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

□Temporary □ Part time □Full time

Name and location of local church you attend:

Are you a member? □Yes □No

With what regularity have you attended during the past twelve months? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you ever been put on disciplinary action as a Church member or taking out from Church members. □Yes □No

If yes, please attach a statement of explanation, including the nature of offense, date, and any other relevant information.

Why do you wish to volunteer here? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**If you become a volunteer at our school, you are joining a ministry that has high expectations of all its volunteers. All of our people who work with children are in ministry and must demonstrate the life of Christ in their everyday living to our students, their parents, and fellow people part of the school community. Since it is the school’s mission to train and equip children to be followers of Jesus Christ, we require all of our employees to be Christian role models in their lives, both on and off the job (Luke 6:40). Please carefully read the school’s forms and statements and handbook. If you can honestly sign the forms, please do so.**

**Personal References List** the names of three people who are not related to you and who have a definite knowledge of your qualifications and character. **Please include your current pastor**. Name and complete address Phone Position or relationship to you

|  |  |  |
| --- | --- | --- |
| **Name** | **Phone #** | **Position or relationship** |
|  |  |  |
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I agree that my volunteer assignment and duties are to be made at the discretion of the school leadership. I agree to maintain a learning environment that is conducive to learning. This includes maintaining a professional appearance. I agree to observe appropriate confidentiality in matters regarding students, parents, and personnel.

Do you understand that this is an application for volunteer work and that no employment is being offered at this time? □Yes □No

I certify that I have carefully read and do understand the above statements. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Applicant signature Date

**Declaration of Moral Integrity Form**

Hope Christian Academy expects all of its volunteers who have unsupervised access to children, to model the same Christian values and lifestyle that it seeks to inculcate in its students.

As an applicant for a position as an volunteer,

I, (print name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, recognize, understand, and agree to live by the Christian moral standards of the school.

I declare that as a follower of Christ, I am not engaging in and commit to not engage in inappropriate sexual conduct. Inappropriate conduct includes, but is not limited to, such behaviors as the following: heterosexual activity outside of marriage (e.g., premarital sex, cohabitation, extramarital sex), homosexual activity, sexual harassment, use of (including the viewing of) pornographic material or websites, as defined by Scripture.

I declare that the above statement is factual and true. My signature below indicates that I meet the moral integrity standards and Christian role model lifestyle requirements of Hope Christian Academy.

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Applicant’s Name & Signature Date

*“Honor marriage, and guard the sacredness of sexual intimacy between wife and husband. God draws a firm line against casual and illicit sex.” (Hebrews 13:4, The Message)*

*“A pupil is not superior to his teacher, but everyone [when he is] completely trained (readjusted, restored, set to rights, and perfected) will be like his teacher.” (Luke 6:40, AMP)*