



## Child Development Center

3850 Ziegler Road  
Fort Collins, CO 80525  
Phone: 970-223-0682  
Fax: 970-223-2406

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### Employment Application

Application Date \_\_\_\_\_ Date Available \_\_\_\_\_

Your interest in Christ Fellowship Church Child Development Center is appreciated. We invite you to fill out this initial application and submit it with your resume, director qualifications, college transcripts, Christian testimony, signature for release of information, and pastoral letter of reference. If there is interest in your candidacy we will contact your references and arrange for a personal interview.

We realize that the key to a successful Christian Child Development Center is its staff. We are grateful for those who are professionally qualified, who really love children, and who, by the pattern of their lives, exemplify Christ.

We look forward to receiving your application. Thank you for your interest in the ministry of Christ Fellowship Church. It is our prayer that God will fulfill His perfect will in the lives of all applicants.

#### I. **APPLICANT INFORMATION**

Full name: Miss ( ) Mrs. ( ) Ms. ( ) Mr. ( ) \_\_\_\_\_

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

Telephone Number: Daytime: \_\_\_\_\_ Evenings: \_\_\_\_\_

How long have you lived at the above address? \_\_\_\_\_

Marital Status:     Single ( ) Engaged ( ) Married ( )  
                          Separated ( ) Divorced ( ) Widow(er) ( )

Spouse's name: \_\_\_\_\_

Spouse's Occupation: \_\_\_\_\_

Years married \_\_\_\_\_ Number of Children \_\_\_\_\_ Ages \_\_\_\_\_

Availability: Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Substitute \_\_\_\_\_ Volunteer \_\_\_\_\_

Hours available \_\_\_\_\_

Are you 18 years of age or older? \_\_\_\_\_ If not, date of birth \_\_\_\_\_

#### II. **Personal**

##### A. Christian Background

On a separate paper, briefly give your Christian testimony, detailing your conversion experience.

##### B. Bible

Do you believe the Bible to be the only inspired and infallible Word of God, our final authority in all matters of faith, conduct, and truth?

Yes \_\_\_\_\_ No \_\_\_\_\_ Signature \_\_\_\_\_

##### C. Church Denominational affiliation \_\_\_\_\_

Church Activities \_\_\_\_\_

##### D. Statement of Faith

Please carefully read our Statement of Faith and indicate below your degree of support.

\_\_\_\_\_ I fully support the Statement as written without mental reservations.

Signature \_\_\_\_\_

\_\_\_\_\_ I support the Statement except for the area(s) listed and explained on a separate paper.

Signature \_\_\_\_\_

### III. Professional

Please attach photocopies of your college transcripts.

#### A. Formal Training

Degree \_\_\_\_\_ Major \_\_\_\_\_ Date Received \_\_\_\_\_ Institution \_\_\_\_\_ Cumulative G.P.A. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### B. Professional Experience

Sequentially list your teaching experience, listing most recent first.

Facility \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Dates Employed \_\_\_\_\_

Position(s) held \_\_\_\_\_

Other Responsibilities \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Facility \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Dates Employed \_\_\_\_\_

Position(s) held \_\_\_\_\_

Other Responsibilities \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Facility \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Dates Employed \_\_\_\_\_

Position(s) held \_\_\_\_\_

Other Responsibilities \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Number of years of Child Care experience: Christian Facility \_\_\_\_\_ Public Facility \_\_\_\_\_

1. What would you list as your major accomplishments? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

2. What would your supervisor list as your major accomplishments? \_\_\_\_\_

\_\_\_\_\_

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C. Credentials

Do you meet the required Director qualifications for the State of Colorado? \_\_\_\_\_

Do you meet the Infant Supervisor qualifications for the State of Colorado? \_\_\_\_\_

Do you meet the required Kindergarten qualifications for the State of Colorado? \_\_\_\_\_

Do you meet the required Early Childhood Teacher qualifications for the State of Colorado? \_\_\_\_\_

**Please supply document verification.**

Where did you receive your training?

D. Other Experience

List other work experiences, formal training, or certification that may have significance for the type of position for which you are applying.

Where	Type of work/experience	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____

List other areas of education that would assist you in working in this center::

E. Background Information

Have you ever been dismissed, resigned to avoid being dismissed, or been asked to resign from a position?      Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

Have you ever been convicted of any offense involving dishonesty, breach of trust, child abuse, or any other type of crime?      Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please indicate the nature of offense, date, court, and disposition: \_\_\_\_\_

**IV. Personal Philosophy**

A. Why did you select early childhood development as a career? \_\_\_\_\_

B. Why do you wish to teach at Christ Fellowship Church Child Development Center? \_\_\_\_\_

C. What is your philosophy of guiding children's behavior? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. What areas do you feel are your strengths? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

E. What areas do you feel you need to improve? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**V. Personal References**

You will need to sign the Reference Release Form that is attached and return it with this application. Do not list family members or relatives as references.

Personal: Give two references that are qualified to speak of your spiritual experience and Christian service including the written reference from your pastor found in this packet.

Name	Address	Telephone	Position
_____	_____	_____	_____
_____	_____	_____	_____

Professional: Give three references that are qualified to speak of your professional training and experience. Please list your current or most recent administrator first.

Name	Address	Telephone	Position
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**VI. Applicant's Certification and Agreement**

I understand that Christ Fellowship Church does not discriminate in its employment practices against any person because of sex, race, color, national or ethnic origin, gender, or handicap. I further understand that any offer of employment is conditioned on the proof or legal authority to work in the United States.

I hereby certify that the facts set forth in this initial application are true and complete to the best of my knowledge. I understand that discover of falsification of any statement or significant omission of fact during any phase of the hiring process may prevent me from being hired or if hired my subject me to immediate dismissal. "Any applicant who knowingly or willfully makes a false statement of any material fact or thing in the application is guilty of perjury in the second degree as defined in section 18-8-503, C.R.S., and, upon conviction thereof, shall be punished accordingly."

I authorize Christ Fellowship Church to inquire about my work and personal history and to verify all data given in my application for employment, related papers, and my oral interviews. I authorize the release and giving of any information requested by Christ Fellowship Church such as employment records, performance reviews, and personal references. I release any person, organization, or company from liability or damage, which may result from furnishing the information, requested. I further waive the right to ever personally view any references given to Christ Fellowship Church.

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

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Signature of Applicant

Date



## **Statement of Faith**

- All Scripture is self-attesting and being Truth, requires our unreserved submission in all areas of life. The infallible Word of God, the sixty-six books of the Old and New Testaments, is a complete and unified witness to God's redemptive acts of culminating in the incarnation of the Living Word, the Lord Jesus Christ. The Bible, uniquely and fully inspired by the Holy Spirit, is the supreme and final authority on all matters on which it speaks.

On this sure foundation we affirm these additional Essentials of our faith:

- 1. We believe in one God, the sovereign Creator and Sustainer of all things, infinitely perfect and eternally existing in three Persons: Father, Son and Holy Spirit. To Him be all honor, glory and praise forever!
  - 2. Jesus Christ, the living Word, became flesh through His miraculous conception by the Holy Spirit and His virgin birth. He who is true God became true man united in one Person forever. He died on the cross as a sacrifice for our sins according to the Scriptures. On the third day he rose bodily from the dead, ascended into heaven, where, at the right hand of the majesty on High, He now is our High Priest and Mediator.
  - 3. The Holy Spirit has come to glorify Christ and to apply the saving work of Christ to our hearts. He convicts us of sins and draws us to the Savior. Indwelling our hearts, He gives new life to us, empowers and imparts gifts to us for service. He instructs and guides us into all truth, and seals us for the day of redemption.
  - 4. Being estranged from God and condemned by our sinfulness, our salvation is wholly dependent upon the work of God's free grace. God credits His righteousness to those who put their faith in Christ alone for their salvation, thereby justifies them in His sight. Only such as are born of the Holy Spirit and receive Jesus Christ become children of God and heirs of eternal life.
  - 5. The true Church is composed of all persons who through saving faith in Jesus Christ and the sanctifying work of the Holy Spirit are unified together in the body of Christ. The Church finds her visible, yet imperfect, expression in local congregations where the Word of God is preached in its purity and the sacraments are administered in their integrity; where scriptural discipline is practiced, and where loving fellowship is maintained. For her perfecting, she awaits the return of her Lord.
  - 6. Jesus Christ will come again to the earth-personally, visibly, and bodily-to judge the living and the dead, and to consummate history and the eternal plan of God. "Even so, come, Lord Jesus." (Revelation 22:20)
  - 7. The Lord Jesus Christ commands all believers to proclaim the Gospel throughout the world and to make disciples of all nations. Obedience to the Great Commission requires total commitment to "Him who loved us and gave Himself for us." He calls us to a life of self-denying love and service. "For we are His workmanship, created in Christ Jesus for good works, which God prepared beforehand that we should walk in them." (Ephesians 2:10)
- These Essentials are set forth in greater detail in the Westminster Confession of Faith.

**Christ Fellowship Church**

**Applicant** \_\_\_\_\_

**Length of relationship with applicant** \_\_\_\_\_

**Length of Membership at Church** \_\_\_\_\_

**Please describe why you think this applicant would be a good candidate for a teacher at a Christian Facility.**

\_\_\_\_\_  
**Signature of Pastor**

\_\_\_\_\_  
**Date**