



**OCONEE
CHRISTIAN
ACADEMY**

OCONEE CHRISTIAN ACADEMY

150 His Way Circle

Seneca, South Carolina 29672

Phone 864.882.6925 Fax 864.882.7217

OCA Mission Statement

Oconee Christian Academy exists to glorify God by nurturing students and equipping them to fulfill God's unique purpose for their lives through Kingdom Education.

SUPPORT STAFF APPLICATION

PERSONAL INFORMATION

Application Date _____

Full Name _____ SS # _____

Date of Birth _____ Email Address _____

Address _____ Phone # _____

City _____ State _____ Zip _____

Marital Status _____ # of children (if applicable) _____

Spouse's name (if applicable) _____

Spouse's Occupation _____

Spouse's Employer _____

If you have school age children, do you intend for them to attend OCA? If so, what grades?

List interests and extra-curricular activities in which you are involved _____

List honors, scholarships, special talents and other pertinent information _____

Have you ever been arrested for, or convicted of a felony or misdemeanor, which resulted in imprisonment? Yes___ No ___ If yes, please explain: _____

POSITION DESIRED

Please check your desired area(s) of interest

Full Time _____ Part Time _____ Substitute _____

How did you learn about the position for which you are applying? _____

Are you willing to assist, direct, coach or sponsor any sports or extra-curricular activities?

Yes ___ No ___ If yes, what areas are you interested and feel competent?

(List in order of preference)

1 _____ 3 _____

2 _____ 4 _____

CHRISTIAN BACKGROUND/TESTIMONY/DOCTRINE

What is your local church affiliation? _____

Church Attendance: Regular _____ Often _____ Occasional _____

List church-related activities in which you participate and church-related positions held:

In what Christian activities outside your church are you actively engaged? _____

What books have you read recently that have helped you spiritually? _____

Why do you consider yourself to be a Christian? _____

How do you understand the "inspiration" and "authority" of the Scripture? _____

How do you use the Scriptures in your Christian life (especially in your personal devotion life)?

Who is the Holy Spirit? _____

How does the Holy Spirit work in believers? _____

What does the Bible teach about the origin of man? _____

How do you interpret the Genesis 1 account of creation? _____

What do you believe God's Word teaches concerning your responsibility to reach our lost world for Jesus Christ? _____

PERSONAL PHILOSOPHY

Please answer the following questions as they relate to your personal philosophy

What areas do you feel are your strengths? Weaknesses? _____

What is your personal stance on the issues of abortion and homosexuality? _____

Why do you desire to be a part of the ministry of Oconee Christian Academy? _____

Do you use tobacco products? _____

Do you drink alcoholic beverages? _____

OUR STATEMENT OF FAITH

In essential beliefs - we have unity.

"There is one Body and one Spirit ... there is one Lord, one faith, one baptism, and one God and Father of us all..." *Ephesians 4:4-6*

In non-essential beliefs - we have liberty.

"Accept him whose faith is weak, without passing judgment on disputable matters...Who are you to judge someone else's servant? To his own master he stands or falls ... So then each of us will give account of himself to God... So whatever you believe about these things keep between yourself and God." *Romans 14:1, 4, 12, 22*

In all our beliefs - we show charity.

"If I hold in my mind not only all human knowledge but also the very secrets of God, and if I have the faith that can move mountains - but have no love, I amount to nothing at all." *1 Corinthians 13:2*

DOCTRINAL STATEMENTS

ABOUT GOD

God is the Creator and Ruler of the universe. He has eternally existed in three persons: God the Father, God the Son, and God the Holy Spirit. These three are co-equal, co-eternal, and are one God.

Genesis 1:1-2, 26-27, 3:22; Psalm 90:2; Matthew 28:19 I Peter 1:2; II Corinthians 13:14

ABOUT JESUS CHRIST

Jesus Christ is the Son of God. He is co-equal and co-eternal with the Father. Jesus was born of a virgin, lived a sinless human life, and offered Himself as the perfect sacrifice for the sins of all people by dying on the Cross. He arose from the dead after three days to demonstrate His power over sin and death. He ascended to Heaven's glory and will return again someday to judge the living and the dead.

*Matthew 1:22-23; Isaiah 9:6; John 1:1-5; 14:10-30; Hebrews 4:14-15
I Corinthians 15:3-4; Romans 1:3-4; Acts 1:9-11; I Timothy 6:14-15; Titus 2:13*

ABOUT THE HOLY SPIRIT

The Holy Spirit is co-equal and co-eternal with the Father and the Son of God. He is present in the world to make men aware of their need for Jesus Christ. He also lives in every Christian from the moment of salvation. He provides the Christian with power for living, understanding of the Word of God (the Bible), and guidance in doing what is right. He gives every believer spiritual gifts when they are saved. As Christians, we seek to live under His control daily.

II Corinthians 3:17; John 16:7-13; 14:16-17; Acts 1:8; I Corinthians 2:12, 3:16 Ephesians 1:13; 5:18; Galatians 5:25

ABOUT THE BIBLE

The Bible is God's Word to us. Written by human authors under the supernatural guidance of the Holy Spirit, the Bible is the supreme source of truth for Christian beliefs and living. Being inspired by God, it is the truth without any mixture of error in the original autographs.

II Timothy 3:16; II Peter 1:20-21; II Timothy 1:13; Psalm 119:105, 160; Psalm 12:6; Proverbs 30:5

ABOUT HUMAN BEINGS

People are made in the image of God, to be like Him in character. People are the supreme object of God's creation. All of us are marred by a disobedient nature toward God called SIN. This nature separates people from God.

Genesis 1:26-27, 9:6; Romans 6:23; Galatians 3:22; Ephesians 1:7, 4:26

ABOUT SALVATION

Salvation is God's free gift to us, but we must accept it. We can never make up for our sin by self-improvement or good works. Only by trusting in Jesus Christ as God's offer of forgiveness can anyone be saved from sin's penalty. When we turn from our self-ruled life and turn to Jesus in faith we are saved. Salvation begins the moment one receives Jesus Christ into their life by faith. After this we begin to develop a closer relationship with Jesus Christ through prayer, Bible Study, and fellowship with other believers through the process of Sanctification. Finally, when our earthly lives are over, we spend eternity with God in heaven, also called Glorification.

Romans 6:23; Ephesians 2:8-9; John 14:6, 1:12; Titus 3:5; Galatians 3:26; Romans 5:1

ABOUT ETERNAL SECURITY

Because God gives us eternal life through Jesus Christ, the true believer is secure in that salvation for eternity. If you have been genuinely saved, you cannot lose it. Salvation is maintained by the grace and power of God, not by the self-effort of the Christian. It is the grace and keeping power of God that gives us this security.

John 10:27-29; II Timothy 1:12; Hebrews 7:25, 10:10, 14; I Peter 1:3-5

ABOUT ETERNITY

People were created to exist forever. We will either exist eternally separated from God by sin, or eternally with God through forgiveness and salvation. To be eternally separated from God is Hell. To be eternally in union with Him is eternal life. Heaven and hell are real places of eternal existence.

John 3:16; John 14:17; Romans 6:23; Romans 8:17-18 Revelation 20:15; I Corinthians 2:7-9

Do you, without reservation, subscribe to the summary of Oconee Christian Academy's Statement of Faith and Doctrinal Statements?

Signature _____ Date _____

DECLARATION OF MORAL INTEGRITY

OCONEE CHRISTIAN ACADEMY expects all of its employees and its volunteers with access to children to model the same Christian values and lifestyle that it seeks to instill in its students. As an applicant for a ministry position as an employee or as a volunteer at this school, I (print full name) _____ recognize, understand, and agree to live by the Christian moral standards of the school.

I declare (a) that during the past year I have not engaged in, (b) that at the current time I am not engaging in, (c) that I promise I will not engage in, and (d) that I will not condone in my personal, teaching or professional standards during the term of my employment or volunteering, inappropriate 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, lesbian, or other sexual misconduct, sexual harassment, use or viewing of pornographic material or websites, and sexual abuse or improprieties toward minors as defined by Scripture and federal or state law.

Let marriage be held in honor among all, and let the marriage bed be undefiled, for God will judge the sexually immoral and adulterous. (Hebrews 13:4)

A disciple is not above his teacher, but everyone when he is fully trained will be like his teacher. (Luke 6:40)

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 OCONEE CHRISTIAN ACADEMY.

ANY INTENTIONAL FALSIFICATION OF ANY PORTION OF THIS APPLICATION WILL BE GROUNDS FOR IMMEDIATE DISMISSAL.

Applicant's signature

Date

Oconee Christian Academy is an equal opportunity employer and does not discriminate on the basis of race, color, gender, nationality or ethnic origin.

PROFESSIONAL QUALIFICATIONS

Please list all degrees earned.

Degree

Date Received

Issuing Institution

Major (s) _____

Minor (s) _____

Have you ever been dismissed or failed to be rehired? _____ If yes, explain _____

EMPLOYMENT HISTORY

Please start with your most recent employer and work backwards for the past ten years. If necessary, you may make copies of this page and attach.

Employer _____
Position _____ Dates of Employment _____
Address _____
Supervisor's Name and Phone Number _____
Employment Status: Full Time _____ Part Time _____ Temporary _____
Reason for leaving _____

Employer _____
Position _____ Dates of Employment _____
Address _____
Supervisor's Name and Phone Number _____
Employment Status: Full Time _____ Part Time _____ Temporary _____
Reason for leaving _____

Employer _____
Position _____ Dates of Employment _____
Address _____
Supervisor's Name and Phone Number _____
Employment Status: Full Time _____ Part Time _____ Temporary _____
Reason for leaving _____

Employer _____
Position _____ Dates of Employment _____
Address _____
Supervisor's Name and Phone Number _____
Employment Status: Full Time _____ Part Time _____ Temporary _____
Reason for leaving _____

PERSONAL REFERENCES

Please list four character references, one of which should be your pastor.

1. Name _____ Occupation _____

Complete Address _____

Email Address _____ Phone # _____

Capacity in which he/she knows you _____

2. Name _____ Occupation _____

Complete Address _____

Email Address _____ Phone # _____

Capacity in which he/she knows you _____

3. Name _____ Occupation _____

Complete Address _____

Email Address _____ Phone # _____

Capacity in which he/she knows you _____

4. Name _____ Occupation _____

Complete Address _____

Email Address _____ Phone # _____

Capacity in which he/she knows you _____

DISCLOSURE and AUTHORIZATION – CRIMINAL BACKGROUND INVESTIGATION

In connection with my application for employment or to serve as a volunteer with Oconee Christian Academy, I understand that a “consumer report” and/or “investigative consumer report”, as defined by the Fair Credit Reporting Act (15 U.S.C. § 1681), will be requested by Client for employment or volunteer purposes, whichever is applicable, from Protect My Ministry, Inc., (“Protect My Ministry”), a consumer reporting agency as defined by the Fair Credit Reporting Act. These reports may include information as to my character, general reputation, personal characteristics or mode of living, whichever are applicable. They may involve interviews with sources such as my neighbors, friends or associates. The report may also contain information about me relating to my criminal history, credit history, driving and/or motor vehicle records, social security number verification, verification of education or employment history, worker’s compensation (only after a conditional job offer) or other background checks. Such reports may be obtained at any time after receipt of this Disclosure and Authorization and if I am hired or serve as a volunteer, whichever is applicable, throughout the course of my employment or volunteer service, as permitted by law and unless revoked by me in writing. Client also reserves the right to share my report with any third-party with whom I will be placed to work or volunteer with as a representative of Client. I understand that I have the right, upon written request made within a reasonable amount of time after the receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report to Protect My Ministry, Inc., 14499 N. Dale Mabry Hwy., Suite 201 South, Tampa, FL 33618 or 1-800-319-5581. For information about Protect My Ministry’s privacy practices, see www.protectmyministry.com.

Acknowledgement and Authorization

By signing below, I authorize Client or its authorized agents to obtain or prepare consumer reports or investigative consumer reports about me. I acknowledge receipt of a copy of the federal notice entitled *A Summary of Your Rights under the Fair Credit Reporting Act* and certify that I have read this Disclosure and Authorization as well as the summary document explaining my rights under the Fair Credit Reporting Act.

Signature Today’s Date

First Name Middle Name Last Name

Please List Other Names Used _____

Social Security Number Date of Birth Phone Number

Driver’s License or State ID Number State Issued

Email Address _____

Home Address _____

City _____ State _____ Zip Code _____

OCA Student Name(s) _____ **Please circle your role below:**

Parent Other Family Member Volunteer Coach Substitute Teacher Faculty or Staff