



TERRA CEIA
CHRISTIAN SCHOOL

Librarian Job Application

The mission of Terra Ceia Christian School is to equip students academically, spiritually, and socially to serve Jesus Christ in all areas of life.

4428 Christian School Rd.
Pantego, NC 27860

(252) 943-2485

www.tccschool.com

Process of Application

Only completed application packages will be considered. Please use the checklist below to ensure proper application.

- Read the mission statement and statement of faith.
- Cover Letter (Attention: Leah Boerema, Library Committee Chair)
- Resume
- Application Form
- Copy of:
 - Teaching License
 - Transcripts
 - Two Letters of Recommendation

Send all information to:

Leah Boerema, Library Committee Chair
Terra Ceia Christian School

leahboerema@gmail.com

Mission Statement:

The mission of Terra Ceia Christian School is to equip students academically, spiritually, and socially to serve Jesus Christ in all areas of life.

Statement of Faith:

This school unashamedly believes, teaches, and practices a literal interpretation of the Word of God.

1. We believe the Holy Scripture of the Old and New Testament to be the inspired Word of God, the only infallible rule of faith and obedience.
2. We believe that there is one God, eternally trusted in three persons: God the Father, God the Son, and God the Holy Spirit.
3. We believe that man, created in the image of God, disobeyed, fell from his original righteousness and became dead in sin.
4. We believe that Jesus Christ, the incarnate, sinless Son of God, was crucified and rose, bodily, from the dead so that those who receive Him by faith would have everlasting life.
5. We believe that regeneration by the power of the Holy Spirit is absolutely essential for the salvation of lost and sinful man, and that His indwelling enables the Christian to live a godly life.
6. We believe in the personal return of Christ to judge the living and the dead.
7. We believe in the spiritual unity of believers in our Lord Jesus Christ.
8. We believe that God has given parents the responsibility of bringing up their children in the "nurture and admonition of the Lord." Since the accomplishment of this objective is a very complex task, parents look to the school and the church for assistance in reaching this goal. We believe that a consistent and meaningful education will result when the home, school, and the church are in agreement on the basic concepts of life. Only when the sum total of all learning is seen in the light of God's Word will the pupil be able to differentiate the truth from error. With the aid of Christian teachers in a Christian environment, we believe these goals will be realized.

Statement on Marriage, Gender, and Sexuality: We believe that God wonderfully and unalterably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. (Gen 1:26-27.) Rejection of one's biological sex is a rejection of the image of God within that person.

We believe that the term "marriage" has only one meaning: the uniting of one biological man and one biological woman in a single, exclusive union, as delineated in Scripture. (Gen 2:18-25). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. (1 Cor 6:18; 7:2-5; Heb 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior/sexual orientation, transgender identity, bisexual conduct, bestiality, incest, polygamy, and use of pornography) is sinful and offensive to God. (Matt 15:18-20; 1 Cor 6:9-10.)

We believe that in order to preserve the function and integrity of TCCS, it is imperative that all persons employed by TCCS in any capacity, or who serve as volunteers, and all students agree to and abide by this statement on marriage, gender, and sexuality (Matt 5:16; Phil 2:14-16; 1 Thess 5:22). We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21; Rom 10:9-10; 1 Cor 6:9-11). While not condoning the sinful

behavior described in this statement on marriage, gender, and sexuality, we believe that every person must be afforded compassion, love, kindness, respect, and dignity even if their lifestyle choices are in conflict with God's will (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the beliefs of TCCS.

Statement on the Sacredness of Life: We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies from the moment of conception, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life (Ps 139).

This Statement of Faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of TCCS's faith, doctrine, practice, policy, and discipline, our board of directors is TCCS's final interpretive authority on the Bible's meaning and application to the function of our school.

I. Personal Information

Date: _____ **Position(s) Desired:** _____

Name: _____
(Last) (First) (Middle)

Sex: _____

Other Surnames Reflected on Employment or Educational Records:

Present

Address: _____
(Number and Street, PO Box) (City, State) (Zip Code)

Permanent

Address: _____
(Number and Street, PO Box) (City, State) (Zip Code)

Telephone

Number: _____
(Daytime) (Evening)

Email

Address: _____

Church

Membership: _____

Have you been previously employed by TCCS? If so, when and in what capacity?

By way of my signature, I verify that I am not currently under contract with any other school for the upcoming school year.

(Signature)

II. Record of Training

High School, College, University

Name of Institution	Years Attended	Degrees Received	Majors/Minors

Professional Development Within the Last Two Years

Professional Development	Description

III. Record of Experience

Academic Employment

List most recent experience first. Include student teaching experience (for more recent graduates).

(1) School/Library: _____

Address: _____ **Phone:** _____

Dates of Employment (from-to): ___/___/_____ to ___/___/_____

Supervisor: _____

Teaching Assignment, Including extracurriculars: _____

Reason for Leaving: _____

(2) School/Library: _____

Address: _____ **Phone:** _____

Dates of Employment (from-to): ___/___/_____ to ___/___/_____

Supervisor: _____

Teaching Assignment/Responsibilities Including extracurriculars:

Reason for Leaving: _____

(3) School/Library: _____

Address: _____ **Phone:** _____

Dates of Employment (from-to): ___/___/_____ to ___/___/_____

Supervisor: _____

Teaching Assignment/Responsibilities, Including extracurriculars:

Reason for Leaving: _____

(4) School/Library: _____

Address: _____ **Phone:** _____

Dates of Employment (from-to): ___/___/_____ to ___/___/_____

Supervisor: _____

Teaching Assignment/Responsibilities, Including extracurriculars:

Reason for Leaving: _____

Other Experiences

List experiences you have had working with children or young adults other than teaching. Include both paid and volunteer experiences.

(1) Organization: _____

Address: _____

Dates of Experience (from-to): ___/___/____ to ___/___/____

Supervisor: _____

Description: _____

Reason for Leaving: _____

(2) Organization: _____

Address: _____

Dates of Experience (from-to): ___/___/____ to ___/___/____

Supervisor: _____

Description: _____

Reason for Leaving: _____

(3) Organization: _____

Address: _____

Dates of Experience (from-to): ___/___/____ to ___/___/____

Supervisor: _____

Description: _____

Reason for Leaving: _____

IV. Professional Skills

Explain the professional skills that you have that relate to the position.

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V. References

Include two professional references who have supervised you in an education setting (may include student teaching). Do not include relatives.

Name	Position	Address	Email Address	Telephone	Relationship to You

Include two character references. Do not include relatives.

Name	Position	Address	Email Address	Telephone	Relationship to You

VI. Certification Information

Have you ever plead “guilty” or “no contest” to or been convicted of a crime?

Yes No

If so, please explain on a separate page.

Have you ever been the subject of an investigation of an allegation of physical abuse, sexual misconduct, sexual harassment, or an offense relating to children?

Yes No

Have you ever been discharged from a position or asked to resign?

Yes No

If so, please explain on a separate page.

Are you legally eligible for employment in this country?

Yes No

Is there any emotional, mental, or physical condition that you are presently experiencing or have experienced that may affect your ability to teach on a day-to-day basis?

Yes No

If so, please explain on a separate page.

VII. Personal Response

Please respond to the questions in brief statements (300 words or less).

Tell us about your faith background and your relationship with Jesus Christ:

Why is Christian education important? Why do you want to teach in a Christian school?

How did you hear about this open position?

- Friend – List Name: _____
- Relative – List Name: _____
- CSI Website
- TCCS Employee – List Name: _____
- Other: _____

VIII. Applicant Statement

I hereby declare that the information contained in this application is true, complete, and correct. I authorize, without reservation, Terra Ceia Christian School and its representatives, employees, and/or agents to make any investigation of my personal, education, and employment history and my background.

I understand and support the mission and statement of faith held at Terra Ceia Christian School. I also understand that if I were to become an employee of the school, I would be expected to be committed to behavior that is in keeping with biblical principles and the employee norms. My work and interactions with faculty, staff, and students should promote Christian convictions and maturity, give glory to God, and further His Kingdom.

I am a Christian and believe the Scripture of the Old and New Testaments to be the inspired Word of God, the only infallible rule of faith and practice. The Bible reveals the way of salvation in Jesus Christ (my Savior and Redeemer and Lord of all creation), requires a life of obedience to the Lord, and provides the key to understanding, to finding, and to interpreting purpose in life. I affirm and wholeheartedly agree with and commit to following the school's statement of faith.

If I am hired, I understand that I am free to resign at any time, with or without cause and with or without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary are valid unless they are in writing and signed by the administrator.

I also understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that the federal immigration laws require me to complete an I-9 Form in this regard. I understand that any offer of employment is contingent on a successful background check.

I understand that any information provided by me that is found to be false, incomplete, or misrepresented in any respect, will be sufficient cause to eliminate me from further consideration for employment, or may result in my immediate discharge from the employer's service, whenever it is discovered.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT

I certify that I have read, fully understand, and accept all terms of the foregoing Applicant Statement.

Signature of Applicant: _____ Date: _____

Subject to the United States Constitution, and all applicable state and federal laws, TCCS does not discriminate in its employment or admissions practices. TCCS reserves the right to institute hiring and enrollment practices based on the school's mission statement and philosophies.