



MANSFIELD CHRISTIAN SCHOOL

500 Logan Road
Mansfield, OH 44907
419.756.5651
www.mcsflames.org

Date: _____

STAFF (NON-TEACHER) APPLICATION

PLACEMENT DATA

For what position are you applying? _____

PERSONAL

Last Name _____ First name _____ Middle Initial _____

Present Address _____

How long have you lived at this address? _____ Cell phone _____

Email address _____

Current Marital Status _____ Spouse Name _____

Children's Names and Ages _____

Have your children ever had an opportunity to attend a Christian school? _____

***Mansfield Christian School requires that all employees who have school-age children enroll them at MCS. Tuition and fee discounts are provided to employees. Please discuss any questions or concerns with your interviewer.*

PERSONAL BACKGROUND INFORMATION

Have you ever been dismissed, resigned to avoid being dismissed, or been asked to resign from a position? If yes, please explain: _____

Have you ever been convicted of any offense involving dishonesty, breach of trust, child abuse, moral turpitude, or any other type of crime? If yes, please explain: _____

Have you ever participated in or been accused, convicted, or plead guilty or no contest to abuse or any sexual misconduct? If yes, please explain: _____

PROFESSIONAL QUALIFICATIONS/CERTIFICATIONS

What degree(s) do you hold? Please complete below

DEGREE	MAJOR	MINOR	DATE RECEIVED	INSTITUTION

Cumulative GPA (Undergraduate) _____ Graduate _____
Honors/Awards _____

WORK EXPERIENCE

PLACE OF EMPLOYMENT	ADDRESS	DATES EMPLOYED	RESPONSIBILITIES	REASON FOR LEAVING

Explain any special abilities you have pertaining to the position desired: _____

PERSONAL PHILOSOPHY

On a separate paper, please label and succinctly answer each of the questions below.

- Why do you wish to work at Mansfield Christian School?
- What are the main characteristics that distinguish a Christian school from a public school?
- What areas do you feel are your strengths?
- Briefly give your Christian testimony, detailing your conversion experience.
- Do you hold any doctrines that are not on our Statement of Faith? If yes, please list and describe.

SPIRITUAL PREPARATION AND BACKGROUND

Church _____ Frequency of attendance _____

Describe your routine of personal Bible study and prayer. _____

Describe the ways that you have been involved in your church or other Christian service activities. _____

Have you ever had the opportunity to lead someone to a personal faith in Christ? Please describe. _____

Do you believe the Bible to be the ONLY inspired and infallible Word of God, for final authority in all matters of faith, conduct and truth? YES _____ NO _____
Signature _____

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: _____

CURRENT ISSUES

We live in a pluralistic society with many conflicting beliefs and values. As an employee, you may be asked specific questions about controversial issues by students. Your answer will come from your personal convictions. We need to know the view of those that would be role models for our students. Please share your personal convictions as a Christian toward the following issues:

Wine, beer, and other alcoholic beverages

Smoking and chewing tobacco

Marijuana and other drugs

Music

Premarital Sex

Divorce and Remarriage

Abortion

Homosexuality and gender identity

Debt and personal finances

Do you have a personal testimony regarding any of the above items that you would like to share?

REFERENCES

Please do not list a family member as a reference.

NAME	ADDRESS	PHONE	CAPACITY IN WHICH YOU KNOW THE PERSON
			Pastor
			Former Employer
			Friend
			Spiritual life
			Other



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AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have applied for a position with Mansfield Christian School. I authorize Mansfield Christian School 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 Mansfield Christian School such as employment records, performance reviews, and personal references whether such information is favorable or unfavorable to me.

I release any person, organization, or company from any and all liability, claims, or damages that may directly or indirectly result from the use, disclosure, or release of any such information by any person or party, whether such information is favorable or unfavorable to me.

I further waive the right to ever personally view any references given to Mansfield Christian School. I further certify that I have carefully read and do understand the above statements.

Applicant's Name (print) _____

Applicant's Signature _____

Applicant's Social Security Number _____

Applicant's Date of Birth _____

Date _____



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Lifestyle Statement and Agreement

Mansfield Christian School is a religious, nonprofit organization representing Jesus Christ throughout the local community. Mansfield Christian School requires its employees to be born-again Christians, living their lives as Christian role models (Romans 10:9-10, 1 Timothy 4:12, Luke 6:40). Employees will conduct themselves in a way that will not raise questions regarding their Christian testimonies. A Christian lifestyle should reflect the Biblical perspective of integrity and appropriate personal and family relationships, business conduct, and moral behavior. An employee is expected to demonstrate a teachable spirit, an ability to share love for others, a willingness to live contentedly under authority, and a commitment to follow the Matthew 18 principle when an issue arises with fellow employees or management.

The Mansfield Christian School Statement of Faith expects employees to maintain a lifestyle based on Biblical standards of moral conduct. Moral misconduct, which violates the bona fide occupational qualification for employees to be Christian role models, includes, but is not limited to, promiscuity, homosexual behavior, sexual orientation, transgender identity, or any other violation of the unique roles of male and female (Romans 1:21-27, 1 Corinthians 6:9-20). Mansfield Christian School believes that Biblical marriage is limited to a covenant relationship between a man and a woman (Genesis 2:21-24, Ephesians 5:22-33). It is the goal of Mansfield Christian School that each employee will have a lifestyle in which “He (Jesus Christ) might have the pre-eminence” (Colossians 1:18).

Applicant Declaration of Ethical and Moral Integrity

As an applicant for a position at Mansfield Christian School and its ministries, I recognize, understand and adhere to the moral and ethical standards and mandates of said school. I further declare that with regard to my personal, moral, and ethical character and conduct as of this date, I am not, nor have been in the past, engaged in inappropriate conduct toward minors, nor do I have inclinations toward such conduct. Inappropriate conduct includes, but is not limited to, the following: homosexuality, verbal, physical or sexual abuse as defined by Scripture and state law. I do declare that the above statement is factual and true. By affixing my signature, I declare that I meet the moral and ethical standards of Mansfield Christian School.

Applicant’s Name (print) _____

Applicant’s Signature _____

Date _____

* * *

Employment at Mansfield Christian School is open tot qualified individuals who are Christians of good character, without regard or reference to race, sex (gender), national or ethnic origin, color, age or disability. Mansfield Christian School is a religious educational ministry, permitted to discriminate on the basis of religion. All prospective and current employees must agree with Mansfield Christian School’s mission statement, and they must be willing to conduct their lives in conformity with the school’s statement of faith, lifestyle statement, and the school’s declaration and agreement to the ethical and moral integrity.