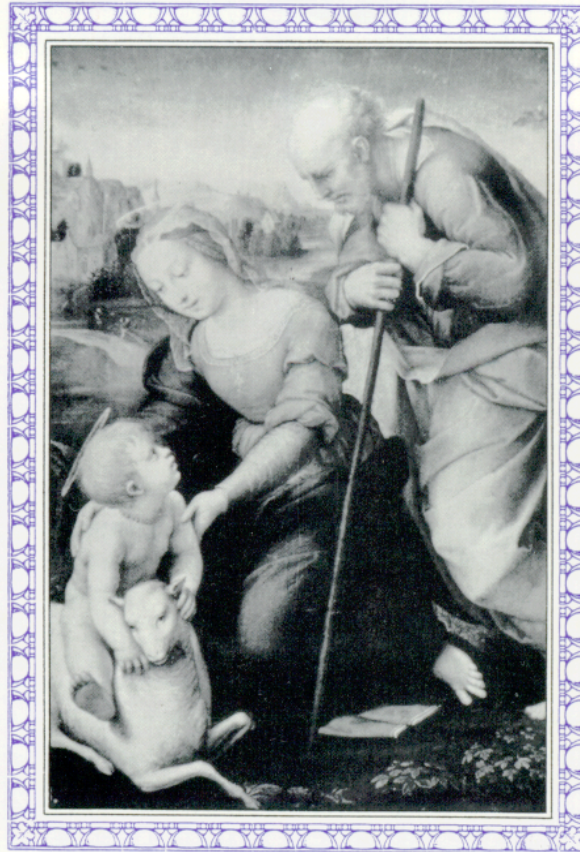


Holy Family Academy Teacher Application



Ad veritatem per fidem et rationem

(To the truth through faith and reason)

The goal of education at Holy Family Academy is to produce “the true Christian.... the supernatural man who thinks, judges and acts constantly and consistently in accordance with right reason illuminated by the supernatural light of the example and teaching of Christ.” (Pius XI, [On Christian Education](#))

**HOLY FAMILY ACADEMY
TEACHER APPLICATION**

Position Desired: _____ Full Time: ___ Part Time: ___

Application Date: ___/___/___ Date Available: ___/___/___

GENERAL STATEMENT: Your interest in Holy Family Academy is appreciated. We invite you to fill out this application and return it to our school office. We may contact your references. If we have continued interest in your candidacy, we will arrange for a personal interview. The key to a successful school is its staff. We are interested in finding that candidate who exemplifies the great principles of our Catholic Faith. We look forward to receiving your application.

A Applicant's Name and Address:

Full name: Miss() Mrs.() Mr.() Other _____

(Last) (First) (MI)

(Street) (City) (State) (Zip)

Phone: Days: _____ Evenings: _____

How long have you lived at the above address? _____

B Personal Information

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

Spouse's Name: _____ Occupation: _____

Finances What was your most recent annual salary? _____

What salary do you think you would require to realistically meet your financial needs? _____

Have you ever been arrested and/or convicted of any crime? _____ If yes, please explain.

C Position Desired – I prefer to teach:

Grade(s): _____

Subjects: _____

I am willing/able to teach:

Grade(s): _____

Subjects: _____

Special Abilities: Please list activities (arts, music, drama, sports) that you would be capable of and willing to direct advise, sponsor or coach.

D Catholic Background:

On a separate sheet of paper, in your own handwriting give your views as a Catholic teacher, on why you wish to teach in a small, private school teaching in the Catholic tradition and what you expect from a truly Catholic educational institution.

Statement of Faith Attached to this application is a Statement of Faith and Oath of Fidelity to the Magisterium of the Roman Catholic Church. After reading this statement and oath, do you agree with them? _____
If you were teaching in a Catholic educational facility, would you make this statement and take this oath? _____

Catholic parish that you currently belong to: _____
(Name)

_____ (Address)

_____ (Pastor's Name) (Phone Number)

Church of your baptism: _____
(Name)

_____ (Address)

_____ (Date of baptism)

Have you received: Communion _____ Confirmation _____

Are you leading a life in keeping with the Catholic faith? _____

E Professional Qualifications:

Formal Training

Degree/ Major	Date Received	College/University
_____	____/____/____	_____
_____	____/____/____	_____
_____	____/____/____	_____

Please attach copies of all college transcripts. Should you be offered a position, official copies of your college transcripts will be required to be submitted for inclusion in your personnel file.

List any other course work/ classes attended/ professional seminars etc. that would further qualify you for the position that you have applied for: _____

Teaching Experience

Number of years of teaching experience: _____

List teaching experience (most recent first):

Place	Assignment	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____

Reason for leaving your most recent assignment: _____

Name and phone # of most recent supervisor: _____

Other Experience

Place	Work/Experience	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____

F References:

You will need to sign the Authorization to Release Reference Information Form that is attached and return it with this application. List three personal references – one of these should be your pastor. (Do not list family members or relatives.)

Name	Address	Phone	Position
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

List three references who are qualified to speak of your professional training and experience.

Name	Address	Phone	Position
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

G Applicant's Certification And Agreement:

I understand that Holy Family Academy does not discriminate in its employment practices against any person because of sex, race, color, national or ethnic origin.

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 discovery of falsification of any statement or significant omission of fact may prevent me from being hired or, if hired, may subject me to immediate dismissal.

I authorize Holy Family Academy to inquire about my work and related history and to verify all data given in my application for employment. I authorize the release and giving of any information requested by Holy Family Academy 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 Holy Family Academy.

I certify that I have read and understand the above statements.

(Signature of Applicant)

(Date)

AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have applied for a position with Holy Family Academy. I authorize Holy Family Academy to inquire about my work and personal history and to verify all data given in my application for employment.

I authorize the release and giving of any information requested by Holy Family Academy, 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 my right to ever personally view any references given to Holy Family Academy

I certify that I have read and understand the above statements.

(Applicant's Name)

(Applicant's Signature)

(Applicant's Social Security No.)

(Date)