

# Calvary Christian Academy Teacher and Staff Application

13500 Philmont Avenue | Philadelphia, PA 19116  
Elementary School (215) 969-1579 | Jr./Sr. High School (215) 969-2404  
School Fax (215) 969-9732 | [cca.ccphilly.org](http://cca.ccphilly.org)  
**Elementary Principal** – Janice Fritchman | **Jr./Sr. High Principal** – Al Schiavo



**DISCIPLESHIP TRUTH EXCELLENCE**

EPHESIANS 4:12-13

Thank you for your interest in teaching at Calvary Christian Academy. Before you begin your application process we ask that you please read the following statements regarding who we are and what our school is about. After reading these statements please continue your application process if you believe CCA would be a good fit you.

*Please tear off pages 1-8 before turning in application. You may keep them for your records.*



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## Calvary Christian Academy Overview

### Mission Statement

Our mission is to share in the ministry of Calvary Chapel by offering Christian education from a Biblical worldview, while partnering with parents who have the God-given responsibility to educate their children. We desire to raise up disciples for Christ by promoting academic, social and spiritual excellence. Equipping students to become a transforming influence on the world for Christ is at the core of a CCA education.

Ephesians 4: 12-13

### History

Calvary Christian Academy was founded in September of 1995 as an educational ministry of Calvary Chapel Philadelphia. The primary goal was to work with Christian families to educate and disciple Godly young men and woman. The school initially began as a PK through 8<sup>th</sup> grade school and soon after added 9<sup>th</sup> through 12<sup>th</sup> grades in 1997. In 1998, CCA graduated its first class and since that time has seen students enroll in over 100 different colleges and universities including; University of Pennsylvania, Pennsylvania State University, Calvary Chapel Bible College, Liberty University, West Point Military Academy, Johns Hopkins University, Cedarville University, Temple University, University of Pittsburgh, and Grove City College. CCA received full accreditation from the Middle States Association of Colleges and Schools and the Association of Christian Teachers and Schools in 2012. Our academic programs are designed to meet the learning needs of the honors student, college prep student and the student working at a more basic level. Special education services are provided in accordance to our special education program and handbook. School electives and after school programs provide opportunities for CCA's students to hone the gifts the Lord has given them in areas of the fine arts, athletics, computer science, and the culinary arts. In 2015, Calvary Christian Academy celebrated 20 years of serving Christ's kids.

### Diversity and Marriage Statement

Calvary Christian Academy believes that an individual's first responsibility is to the God of the Bible and that a person's whole life should reflect His framework in a context of peace and selfless love. CCA asserts that a genuine love for and interaction with diverse peoples is a biblical mandate. Moreover, Calvary Christian Academy recognizes that we are all one in the body of Christ. Our standard for diversity is found in the Bible. Individual differences in lifestyle that deny, ignore or reject biblical standards represent diversity in rebellion to God's standards and hence, are unacceptable for the families of CCA. CCA holds to the beliefs as stated in the King James Version of the Bible and asserts that marriage is the union between one man and one woman, and that from the beginning of the creation God made humans in two distinct sexes, male and female.

### Statement of Non-discrimination

It is the commitment of CCA to provide Christian education by and for God's elect, holy and beloved, according to the faith of God's elect, and the acknowledging of the truth that is after godliness, and in that context and for that purpose does not discriminate on the basis of race, color, sex and ethnic background. This policy of non-discrimination is exercised during student admission, hiring of faculty and staff, and all school-administered programs.



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### CCA's Philosophy of Education

CCA's Philosophy of Education is based upon a Biblical worldview that has been developed out of a literal interpretation of the Bible, as presented in the King James Version. It is impossible to disconnect our learning and development from the power and purposes of our Creator God. At the very core of CCA's worldview and philosophy of education is God's Word. It is the foundation of CCA's philosophical framework. From the origin of man to ethics and morality, we believe all logic and reasoning is based upon the tenets of Scripture. It is upon this premise that Calvary Chapel of Philadelphia built and developed Calvary Christian Academy. The governing bodies of both the school and the church are in full agreement with CCA's Philosophy of Education.

CCA's Philosophy of Education is based upon our Biblical worldview and not upon the philosophy of man. All truth is God's truth. God's Word is truth according to the Scripture (John 17:17, KJV) and according to the conviction of the Holy Spirit. As such CCA's Philosophy of Education is defined by the master teacher himself, Jesus Christ. Teaching should be personal and individual. All methods, instructional practices, activities and assessments should be geared toward allowing the learner to better understand the knowledge of God and be better prepared to serve the Lord through successfully navigating and interacting with the world around them. We are set apart for God by understanding His truth; therefore God must be at the core of all the principles, facts and truths we teach.

CCA develops the curriculum and programs of the school based upon a Biblical worldview. A Biblical worldview is an assurance that the knowledge gained will be based upon God's truth and not just the correlations made by respected men and women of science, history, mathematics and language. While these respected individuals have made vast contributions to our understanding of the world around us, our understanding is not complete until we filter it through God's Word. Our knowledge of God and His Word should cause us to fear no vain philosophy or body of knowledge. We have real truth in our hearts and in Scripture and with such knowledge and truth we should be able to disprove the fake and vain philosophies of the world. The better we know the creation, the better we know the creator. With a strong Biblical worldview the disciplines of math, science, history and language are but a mere platform for believers to express the goodness of God, the truth of His Word and to praise Him for His many blessings. Psalm 19:1 states, "The heavens declare the glory of God; the skies proclaim the work of his hands" (NIV).



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## Core Values

### *Calvary Christian Academy, an Educational Ministry of Calvary Chapel of Philadelphia*

It is the desire of CCA to hire only those individuals who are called to Christian Education and the distinct ministry of Calvary Christian Academy.

1. **PROFESSION OF FAITH.** We hold to the statement of faith as expressed by Calvary Chapel of Philadelphia:
  - a. **We believe** that Jesus Christ, though fully God, became a man for the suffering of death. We believe that He is the promised Messiah, born of a virgin, lived a sinless life, provided for the atonement of our sins by His vicarious death on the Cross, was bodily resurrected, ascended back to the right hand of God the Father, and ever lives to make intercession for us. After Jesus ascended to Heaven, He poured out His Holy Spirit on the believers in Jerusalem, enabling them to fulfill His command to preach the Gospel to the entire world, an obligation shared by all believers today.
  - b. **We believe** that all people are by nature separated from God and responsible for their own sin, but that salvation, redemption, and forgiveness are freely offered to all by the grace of our Lord Jesus Christ. When a person repents of sin and accepts Jesus Christ as personal Savior and Lord, trusting Him to save, that person is immediately born again and sealed by the Holy Spirit, all his/her sins are forgiven, and that person becomes a child of God.
  - c. **We believe** in the inerrancy of Scripture: That the Bible, Old and New Testaments, in the original autographs, is the inspired, infallible Word of God, a complete and final written revelation of God. We reject doctrinal viewpoints or spiritual phenomena which are based solely on experience. We look to the Word of God for the basis of all our faith and practice.
  - d. **We believe** the only true basis of Christian fellowship is Christ's (agape) love, which is greater than any difference we possess, and without which we have no right to claim ourselves Christians.
2. **SERVANT.** We only desire teachers who are called by God to Calvary Christian Academy and who want to be a part of this ministry. CCA is more than a job; it is an opportunity to serve the body of Christ through the training and educating of His children. A servant's heart and a team-oriented mind set are necessary for the unity and mutual success of the students and staff of CCA.
3. **MOTIVATED.** We want teachers who are driven by a love for God, a love to see children learn successfully and a love for each child. We desire teachers and staff that are passionate about teaching and learning; individuals that are life-long learners, self-motivated to seek out opportunities for continual professional development.



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### **General Expectations of a CCA Teacher and Staff Member: Expectations:**

- Reflects Christ-like behavior. You have been appointed to a position of leadership and recognition. Being in such a position in front of children, it is agreed upon that you will model Christ-like behavior in all of your actions, both private and professional and that you are active in church attendance.
- Understands that teaching in at CCA as participation in CCP's ministry of education rather than as just a job to be done.
- Understands that the school is operated in accordance with the doctrine and philosophy of CCP's publically expressed commitment to Christian education.
- Takes responsibility for providing an atmosphere which fosters the development of a student's faith and walk with the Lord.
- Is committed to personal, professional, and spiritual growth for self and others.

### **Professional Practices of a CCA Teacher and Staff Member:**

#### **Expectations:**

- Recognizes and respects the primary role of the parents in the education of their sons and daughters.
- Integrates Christian truth and values into all courses, realizing that all Truth is God's truth and that "the fear of the Lord is the beginning of knowledge." Proverbs 1:7
- Exhibits professional standards of attendance, punctuality, grooming, language, preparation and relationship to students as both an adult example and a Godly example of a man or woman that is a disciple of Christ.
- Dresses appropriately and follows the same guidelines set forth to our students. Your apparel should be clean and modest - not too short, too tight, too wrinkled or too baggy. Your dress should differentiate you from the students and represent your professional demeanor.
- Possesses a Bachelor's degree with evidence of adequate educational background for the assignments given him/her and has, or is working toward an ACTS Professional Teacher Certificate or Administrator's Certificate (for Teachers & Administrator's only).
- Has an understanding of the goals and objectives of the entire school program.
- Is open to continuous progress using contemporary approaches of instruction, technology and methodology.
- Strives for continual professional growth.
- Is accountable to and accepts professional evaluation and performance.
- Is aware of and observes the legal obligations of a teacher as a caretaker of minors.
- Is aware of and enforces disciplinary procedures as established by school policy.



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- Is cautious in adult/student relationships upholding that all interactions are God-honoring and above reproach. Faculty and staff members must maintain professional relationships with students both on and off campus.
- Must get approval from administration before any (off or on campus) social activities are planned with students. Social activities with students require administrative permission and parent permission.
- Must refrain from public criticism of administration, faculty, students or parents (including social media).
- Must refrain from verbalizing your political opinion in your classroom or to the general student population. Neither the school, nor the church wants to be perceived as endorsing a candidate.
- Must never use a degrading racial term or slang. This language is hurtful to the body of Christ and is not God-honoring behavior.
- Is aware of the confidential nature of students' academic record and home life. Will not divulge (directly or indirectly) information regarding a student or a coworker's performance, behavior, or personal life.
- Recognizes that confidential information should only be discussed amongst school employees that are involved in the given situation for the purpose of remediation, support and/or direction. A breach of confidentiality is a very serious matter and could lead to disciplinary action.

### Job Description of the Classroom Teacher

#### Responsibilities:

- Assists in the implementation of the Mission of Calvary Christian Academy
- Teaches classes as assigned in accordance with the Mission of Calvary Christian Academy, course outlines, and school grading policies.
- Is obligated to read/grade assignments received from students in a timely manner.
- Handles routine discipline problems within the classroom and makes referrals to the administration for serious infractions in accordance with school policies.
- Participates in both formative and summative evaluations and observations and makes good faith efforts to follow through on professional development strategies identified in these evaluations.
- Keeps classroom neat, orderly, and able to be used by other teachers assigned to share the room.
- Interacts with students and colleagues on a professional basis in accordance with the policies specified in this handbook.
- Reports unsafe building conditions or other safety hazards to Administration.
- Attends all department and faculty meetings and in-services and participates in the review and ordering of instructional materials in relevant subject areas.



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- Adheres to all institutional policies and procedures as specified in this handbook, the Parent/Student Handbook and with other directives issued by Administration.
- Arranges for guest speakers, films, field trips, special activities and other educational experiences with the approval of administration.
- Is punctual at all class meetings, parent conferences, IEP meetings, faculty meetings, department meetings, morning prayer meetings and student assemblies. Only administration can excuse attendance from any of these functions.





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## Teacher and Staff Application Instructions

*Check when complete*

- I have read the Mission Statement, Diversity and Marriage Statement, Statement of Non-Discrimination, Philosophy of Education, Core Values, and CCA Teacher Expectations.
- I have attached a recent photo to the area indicated.
- I have attached copies of degrees and certifications as applicable to the position for which I am applying.
- I have attached copies of my college transcripts as applicable to the position for which I am applying.
- I have attached a copy of my Child Abuse, FBI, and Criminal Clearances.
- I have attached two letters of recommendation (spiritual and professional).

## Personal Information

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Home Phone ( ) \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_

Work Phone ( ) \_\_\_\_\_ Are you a US Citizen?  Yes  No

Age \_\_\_ Date of Birth \_\_\_\_\_

Marital Status  Single  Married  Divorced  Widowed  Separated

Number of Children \_\_\_\_\_ Ages \_\_\_\_\_ Grades \_\_\_\_\_

Are your children attending CCA?  Yes  No

Please list any other information that will help us get to know you better. (i.e. interests, ministries, etc.)

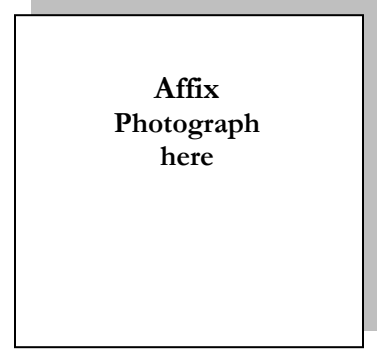
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### Office Use Only:

Date Received: \_\_\_\_\_

CA  CR  FBI  TB

Acknowledgement Sent: \_\_\_\_\_

PS# \_\_\_\_\_

Referred to: \_\_\_\_\_



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## Educational and Professional Experience

Indicate positions or possible positions for which you are applying.

Classroom Teacher (Pre-K through 12<sup>th</sup> grade)

Please indicate which grade level/subjects for which you are qualified / interested.

Substitute Teacher

Daycare Aide

Office Staff

Support Staff

School Counselor

Other \_\_\_\_\_

Please indicate if there is a specific position for which you are qualified / interested.

Why are you interested in this position?

Please list any experiences, skills, and/or training that would equip you for this position.

List present employer and your position \_\_\_\_\_

May we contact your present employer?  Yes  No



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***The following section is required for all classroom teaching applicants. All other applicants: Please include any relevant information. If no information is applicable, please skip to the next section: Spiritual Information.***

Please complete the following information regarding your educational experience:

School	Major/Minor	Degree	Years Attended	Year Grad.	Grade Point Average

Please attach a **copy** of each transcript for each school attended. (Original transcripts are not necessary.)

Please list any honors or recognitions you have received.

\_\_\_\_\_

Please list where and when you did your student teaching.

School \_\_\_\_\_ Date (From-To) \_\_\_\_\_

Supervising Teacher \_\_\_\_\_

School \_\_\_\_\_ Date (From-To) \_\_\_\_\_

Supervising Teacher \_\_\_\_\_

If you have done your student teaching in the past 5 years, please attach a **copy** of recommendation letters from all supervising teachers if possible.

What teaching certifications do you hold? \_\_\_\_\_

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\_\_\_\_\_

Please describe your personal understanding of Christian Education. \_\_\_\_\_

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Please complete the following information regarding your teaching/professional experience:

School	Position Held	Dates To / From	Reason for Leaving

## Spiritual Information

Please describe your personal testimony. (Please include how and when you became a Christian and your current walk with the Lord)

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What church do you attend and how long have you been attending?

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Please list any areas of ministry in which you are involved.

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If you attend CCP, please list someone in ministry that you know personally and can testify to your character and church involvement.

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**Please define your scriptural beliefs on the following issues:**

Inerrancy of Scripture

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Salvation and how it is obtained

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Deity of Christ

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Creation/Evolution

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The Trinity

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## AFFIDAVIT

I hereby waive, release and hold harmless from liability all persons, organizations, and other entities, which provide references or information to Calvary Chapel of Philadelphia / Calvary Christian Academy, referred to as "CCP / CCA", pertaining to my background or me.

I hereby waive, release and hold harmless from liability CCP / CCA its staff, employees, volunteers and agents with regard to any decision that it makes on my application for involvement with CCP / CCA based on the information I provide or that is obtained during the criminal history and background screening process.

I consent to a copy of this Consent and Waiver Form together with the background information form being furnished to any reference that I provide to CCP / CCA and to any other person, organization or entity that CCP / CCA deems necessary in connection with its investigation of my background, character or qualification.

I certify that the facts contained within this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

Print Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_