



# Asheville Christian ACADEMY

<u>OFFICE USE</u>	
Application	_____
Resume	_____
Interview	_____
Follow-up	_____

## Staff Application

### Personal Information

Position Desired \_\_\_\_\_

Name \_\_\_\_\_

Home Telephone (     ) \_\_\_\_\_

Address \_\_\_\_\_

Work Telephone (     ) \_\_\_\_\_

\_\_\_\_\_

Cell Phone (     ) \_\_\_\_\_

City

State

Zip

Email \_\_\_\_\_

Citizenship:

U.S.  Other \_\_\_\_\_

Marital Status:

Single  Married  Separated  Divorced  Remarried  Widowed

Spouse's Name \_\_\_\_\_

Spouse's Occupation \_\_\_\_\_

Children:

Name \_\_\_\_\_ Age / Grade \_\_\_\_ / \_\_\_\_ School \_\_\_\_\_

Name \_\_\_\_\_ Age / Grade \_\_\_\_ / \_\_\_\_ School \_\_\_\_\_

Name \_\_\_\_\_ Age / Grade \_\_\_\_ / \_\_\_\_ School \_\_\_\_\_

Name \_\_\_\_\_ Age / Grade \_\_\_\_ / \_\_\_\_ School \_\_\_\_\_

List all civic and/or community organizations with which you are involved: \_\_\_\_\_

\_\_\_\_\_

Why are you considering a change of employment: \_\_\_\_\_

\_\_\_\_\_

Why do you desire employment with Asheville Christian Academy: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Will you work overtime \_\_\_\_\_

Date available to start work \_\_\_\_\_

**Academic Preparation**

High School \_\_\_\_\_  
Name City, State Date of Diploma

Undergraduate School \_\_\_\_\_  
Name City, State Date of Diploma

Degree Awarded \_\_\_\_\_

Additional Schooling \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Other professional training or preparation \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Previous Work Experience**

COMPANY, ADDRESS, PHONE, SUPERVISOR	JOB DESCRIPTION	DATES OF EMPLOYMENT	REASON FOR LEAVING

**Practical Experience**

Please list special training, skills and talents you have that would enhance your job performance (i.e. machine, computer, interpersonal, organizational, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Confessional and Character Attributes**

Give your definition of a Christian: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Church name and affiliation: \_\_\_\_\_  
Are you a member:  Yes  No      Areas of service: \_\_\_\_\_

Explain what it means to refer to the Bible as the infallible and inerrant Word of God in matters of faith, conduct and truth: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**References**

*(Please give name, telephone number, occupation and capacity in which you know each reference.)*

Personal References (Include your pastor as one of the three)

- 1. \_\_\_\_\_  
\_\_\_\_\_
- 2. \_\_\_\_\_  
\_\_\_\_\_
- 3. \_\_\_\_\_  
\_\_\_\_\_

Professional References

- 1. \_\_\_\_\_  
\_\_\_\_\_
- 2. \_\_\_\_\_  
\_\_\_\_\_
- 3. \_\_\_\_\_  
\_\_\_\_\_

**Statement of Faith**

1. The Bible is the Word of God, verbally inspired and inerrant as originally given, and is the supreme and final authority in faith and life. (Deut. 18:18; Jer. 1:9; Prov. 30:5; 2 Tim. 3:16; 2 Pet. 1:21).
2. God is Triune – one eternal God existing in three persons: Father, Son and Holy Spirit. Man is created in His image. Creation and providence are revelatory of Him. (Gen. 1; Matt. 3:16-17; Matt. 28:19; John 14:26; II Cor. 13:14; Eph. 4:4-6).
3. Christ is God manifested in the flesh, born of a virgin; He lived a sinless life, suffered and died on our behalf; and He arose bodily from the grave, ascended, and is coming again in power and glory. Christ is the only Mediator between God and man. (Isa. 7:14; Matt. 1:19-24; Matt. 25:41; Matt. 28:5-6; Mark 16:6; Luke 24:6-7; John 5:28-29; John 10:30; John 11:25-26; Rom. 6:5; I Cor. 15:3-4, 35-58).
4. Regeneration by the Holy Spirit is absolutely fundamental to the Christian life and should be basic in all preparation for life. By God’s grace only and through faith in Jesus Christ alone are we, and our children, saved from sin and its evil consequences. (John 3:16-18; Rom. 6:23; Rom. 8:31-34; 1 Cor. 15:3-4; Gal. 2:16; Eph. 2:8-9; James 2:14-17; I Pet. 3:18).
5. The present ministry of the Holy Spirit is to indwell the Christian, enabling him to live a godly life. (Mark 1:10-11; 1 Cor. 6:19-20; Eph. 1:13-14).
6. There will be a bodily resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation. (Matt. 18:6-9; Matt. 25:31-46; Mark 9:42-48; John 11:25-26; Rom 6:5; I Cor. 15:21; I Thes. 4:14-18; Phil 3:10; I Pet. 4:5; Rev. 20:10).
7. The spiritual unity of believers is in our Lord Jesus Christ. (Matt. 16:18; John 4:23; John 17:21-23; Acts 9:31; Rom. 12:4-5; Eph. 1:22-23; Eph. 3:20-21; Eph. 4:11-13, 16; Heb. 10:25).
8. God wonderfully, and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. Rejection of one’s biological sex as identified at birth is a rejection of God’s design for that person. (Gen. 1:26-27; Deut. 22:5; Rom. 1:24-27; Rom 12:2; I Cor. 6:9-20; I Thess. 4:3-8; I Tim 4:12; II Tim 19-22).
9. God designed and ordained marriage to be the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Gen. 2:18-25); 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); that sexual relations outside of this (e.g. adultery, fornication, homosexuality) are condemned as sinful and offensive to God (Ex. 22:19; Lev. 20:13; Rom. 1:26-27; I Cor. 6:9-10).
10. God created men and women in His image; therefore, human life is of inestimable worth and should be valued, defended, and protected from conception through natural death. (Gen. 9:6; Ps. 139; Rom. 13:4).
11. Parents are responsible for the education of their children. To bring them up in the Lord, they, through the agency of a Board, employ teachers who give evidence of a born-again life and who manifest ability to educate children morally and intellectually in the light of God’s Word. (Exod. 20:12; Deut. 6:5-9; Psa. 127:3, Prov. 22:6; Eph. 6:1-4; Col. 3:20-21; Heb. 12:7-11).
12. The pupils, being images of God, must be subject to His sovereign rule in their lives. Creation and providence (that which is taught), being God-revealing, must be presented as such. (Deut. 6:6-9; Prov. 9:10; Matt. 24:35; Rom. 1:19-23; II Tim. 1:5; II Tim. 3:16-17) Such teaching makes for God-consciousness without which Christian teaching is impossible.

Final Authority. This Statement of Faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God, speaks with authority concerning truth, morality, and the proper conduct of all people. For purposes of the Academy’s faith, doctrine, practice, policy, and discipline, our Board of Directors is the Academy’s final interpretive authority on the Bible’s application.

Administration of Instructional Programming. The doctrines stated in our Statement of Faith are essential and indisputable. Some other doctrines have been debated by evangelical Christians over the centuries. It is the school’s policy that students are not deprived of robust examination of any biblical text, but it is always to be done with respectful consideration of the various historical interpretations. Additionally, a student raising a question concerning such a doctrine should be referred to his or her parents or pastor.

**My signature indicates my affirmation of the following:**

*The information I have provided herein is completely true.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*I am in complete agreement with the “Statement of Faith” above.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*As a faith-based institution, the school reserves the right to use religious faith and affiliation as a hiring criterion, as permitted by law and consistent with the mission of this institution.*

**Asheville Christian Academy does not discriminate on the basis of race, color or national or ethnic origin regarding any of its policies, programs and procedures.**

**CANDIDATE DISCLOSURE AND  
BACKGROUND CHECK AUTHORIZATION**

I understand that Asheville Christian Academy does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or qualified disability.

I hereby certify that the facts set forth in this application process are true and complete to the best of my knowledge. I understand that falsification of any statement or a significant omission of fact may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. If I am released under these circumstances, I further understand and agree that I will be paid and receive benefits only through the day of release.

I authorize Asheville Christian Academy to thoroughly make inquiries, either by written communication, by telephone, online, or in person to any of the references which I have listed or to any former employer, creditor, credit bureau, government agency, educational institution, military establishment or any other persons or institutions knowledgeable of my background as to my prior history, work experience, nature of duties, work hours, wages, performance levels, reliability, responsibility, honesty and any other measures of my character or personality.

In consideration for your developing such information, I specifically waive any confidential relationship of privacy position which may exist between us and completely release Asheville Christian Academy from any responsibility or liability for damages which may occur as a result of the disclosure of this information. I waive the right to ever personally view any references given to the school.

I authorize Asheville Christian Academy to conduct a background check. I understand and agree that any offer of employment that I may receive from Asheville Christian Academy is conditioned upon the receipt of background information, including criminal background information. Asheville Christian Academy may refuse employment or terminate conditional employment if the school deems any background information unfavorable or that it could reflect adversely on the school or on me as a Christian role model.

I understand that this is only an application for employment and that no employment contract is being offered at this time. I certify that I have carefully read and do understand the above statements and that the information listed below is true and correct. A photo static, or any other copy, of this authorization bearing my signature shall be equally legally valid as the original.

Have you ever been charged with any criminal offense other than a traffic violation? Yes\_\_\_ No\_\_\_

If so, please explain: \_\_\_\_\_

Date \_\_\_\_\_ Applicant's (printed) Full Name \_\_\_\_\_

Social Security No. \_\_\_/\_\_\_/\_\_\_ Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

Driver's License State / Number \_\_\_\_\_ Signature of Applicant \_\_\_\_\_

**On the back of this form please list your current and three previous addresses**

Current Address: \_\_\_\_\_  
\_\_\_\_\_

Previous Address: \_\_\_\_\_  
\_\_\_\_\_

Previous Address: \_\_\_\_\_  
\_\_\_\_\_

Previous Address: \_\_\_\_\_  
\_\_\_\_\_



# Asheville Christian

## Lifestyle Statement

Asheville Christian Academy is a religious, non-profit Christian school organization which is committed to the application of God's revelation in every area of life and thought (Colossians 1: 15,16). ACA requires its employees to be born-again Christians, living their lives as Christian role models (Rom. 10: 9-10; I Timothy 4:12; Luke 6:40). Employees will conduct themselves in a way that will not raise questions regarding their Christian testimonies. A Christian's conduct as lifestyle must seek no man's approval, but instead, God's. Excellence does not replace obedience, but is rather built upon the Lord's standards as found in the whole of Scripture. Obedience is a result of our gratitude to Christ and His amazing grace. (Ephesians 5: 1-4). 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.

All school employees must give evidence of their conversion to the historic Christian faith by personal testimony; must declare their unconditional agreement with Articles II and III of these By-Laws (back page); and must not be members of any religious or political organization whose beliefs or standards are contrary to Article II of these By-Laws. When signing a contract, all staff members must agree that Scripture (the Old and New Testament) dictates standards of sexual behavior. These include, but are not limited to, the following: 1) The Biblical definition of marriage is between one man and one woman (Genesis 2:24). Marriage is a closed union that is licensed by the state and officiated by the church (Malachi 2: 14-16; Matthew 19: 5-6; I Corinthians 6: 16-20). 2) Sexuality and procreation is the ethical and moral domain of marriage alone. Any fornication, adultery, promiscuity, homosexuality, bisexuality, or other sexual behavior portrayed by Scripture as deviant or unnatural is forbidden and as such violates the bona fide occupational requirement of being a Christian role model as found in the ACA Professional Standards and the employee contract.

Romans 1: 24-32 states that God recognizes homosexuality and other deviant behaviors as perverted and unnatural in their sexual thoughts and actions. Because such activities are contrary to the high ethical, spiritual and moral character expected of an employee at Asheville Christian Academy, they are grounds for immediate termination.

## **Statement of Christian Beliefs Regarding Marriage, Gender, Sexuality & Life**

For the purposes of this statement, the school holds to the definition of “sex” and “gender” as both meaning the biological condition of being male or female as determined at birth by one’s physiology and chromosomal makeup.

1. God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. Rejection of one’s biological sex as identified at birth is a rejection of God’s design for that person. (Gen. 1:26-27; Deut. 22:5; Rom. 1:24-27; Rom 12:2; I Cor. 6-9-20; I Thess. 4:3-8; I Tim 4:12; II Tim 19-22).
2. God designed and ordained marriage to be the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Gen. 2:18-25); 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); that sexual relations outside of this (e.g. adultery, fornication, homosexuality) are condemned as sinful and offensive to God (Ex. 22:19; Lev. 20:13; Rom. 1:26-27; I Cor. 6:9-10).
3. God created men and women in His image; therefore, human life is of inestimable worth and should be valued, defended, and protected from conception through natural death. (Gen. 9:6; Ps. 139; Rom. 13:4).

**Final Authority.** This Statement of Faith and Statement of Christian Beliefs Regarding Marriage, Gender, Sexuality & Life does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God, speaks with authority concerning truth, morality, and the proper conduct of all people. For purposes of the Academy’s faith, doctrine, practice, policy, and discipline, our Board of Directors is the Academy’s final interpretive authority on the Bible’s application.

**Administration of Christian Discipleship Programming.** The doctrines stated in our Statement of Faith and our Statement of Christian Beliefs Regarding Marriage, Gender, Sexuality & Life are essential and indisputable. Some other doctrines have been debated by evangelical Christians over the centuries. It is the school’s policy that students are not deprived of robust examination of any biblical text, but it is always to be done with respectful consideration of the various historical interpretations. Additionally, a student raising a question concerning such a doctrine should be referred to his or her parents or pastor.

## **Declaration of Moral Integrity & Affirmation Regarding Child Safety**

As an individual seeking employment with Asheville Christian Academy (“ACA” or “Academy”), or as an individual seeking to continue employment with the Academy, I understand the Academy is a religious organization committed to advancing Christian faith, biblical truth, and values and that the Academy requires each employee to support these commitments and live by the doctrines, beliefs, and moral standards of the Academy.

1. I hereby declare concerning my Christian character and conduct that I am not now, I have not been in the last three years, nor will I in the future during my term of employment or volunteering with ACA, engage in, condone, promote, or practice lifestyles, beliefs, or sexual conduct contrary to traditional Christian teaching and beliefs related to sexuality, gender, and marriage as defined in *ACA’s Statement of Faith* and *ACA’s Statement of Christian Beliefs Related to Marriage, Gender, Sexuality, and Life*. Lifestyles, beliefs, or sexual conduct deemed to be contrary to traditional Christian teachings and beliefs include, but are not limited to, heterosexual activity outside of marriage (e.g., premarital sex, cohabitation, extramarital sex), homosexual/lesbian/bi-sexual activity, transgenderism and/or rejection of biological sex, sexual harassment, or sexual abuse or improprieties toward minors as defined by Scripture and federal or state law.
2. I hereby acknowledge that any ACA employee or volunteer that engages in, condones, promotes, or practices lifestyles, beliefs, or sexual conduct contrary to *ACA’s Statement of Faith* and *ACA’s Statement of Christian Beliefs Related to Marriage, Gender, Sexuality, and Life* is subject to immediate dismissal from employment or their volunteer role. Additionally, the use or viewing of sexually explicit or pornographic material or websites is a violation of ACA policy and may also result in disciplinary action up to and including immediate dismissal from employment or volunteer status.

Furthermore, the Academy puts child safety as its highest priority and requires the highest standards of character and conduct of its employees to ensure the safety of children.

3. I hereby declare with regard to my personal moral character and conduct that I am not, *nor have I been in the past*, engaged in, charged with, adjudicated for, or convicted in any form of violent crime or any sexually abusive behavior.
4. I hereby declare with regard to my personal moral character and conduct that I am not, *nor have I ever been in the past*, engaged in, charged with, adjudicated for, or convicted of any crimes or sexual improprieties toward minors as defined by Scripture or any state or federal law.
5. I hereby declare with regard to my personal moral character and conduct that I am not, *nor have I ever been in the past*, engaged in, charged with, adjudicated for, or convicted of having an inappropriate relationship with a minor.

By affixing my signature below, I declare that all the statements and affirmations above are factual and true and that I meet the moral integrity standards and Christian role model lifestyle requirements of the Academy. I understand that any falsification of these declarations may result in the immediate termination of any future or current employment.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name



## **By-Laws of Asheville Christian Academy**

### **Article I - Name**

The name of the corporation is -- "ASHEVILLE CHRISTIAN ACADEMY, INC."

### **Article II - Basis**

The basis of this Corporation is the Word of God. In the light of this Word, we in our education program stand committed to the following:

1. The Bible is the Word of God, verbally inspired and inerrant as originally given, and is the supreme and final authority in faith and life.
2. God is Triune - one eternal God existing in three persons: Father, Son and Holy Spirit. Man is created in His image. Creation and providence are revelatory of Him.
3. Christ is God manifested in the flesh, born of a virgin. He lived a sinless life, suffered and died in our behalf; and He arose bodily from the grave, ascended, and is coming again in power and glory. Christ is the only mediator between God and man.
4. Regeneration by the Holy Spirit is absolutely fundamental to Christian life and should be basic in all preparation for life. By God's grace only and through faith alone are our children, and we saved from sin and its evil consequences.
5. The present ministry of the Holy Spirit is to indwell the Christian, enabling him to live a godly life.
6. There will be a bodily resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation.
7. The spiritual unity of believers is in our Lord Jesus Christ.
8. Parents are responsible for the education of their children. To bring them up in the Lord, they, through the agency of a Board, employ teachers who give evidence of a born-again life and who manifest ability to educate children morally and intellectually in the light of God's Word.
9. The pupils, being images of God, must be subject to His sovereign rule in their lives. Creation and providence (that which is taught), being God-revealing, must be presented as such. Such teaching makes for God-consciousness without which no Christian teaching is possible.
10. The doctrines stated in the first nine sections of Article II are essential and indisputable. Some other doctrines have been debated by evangelical Christians over the centuries. It is the school's policy that students not be deprived of robust examination of any Biblical text, but it is always to be done with respectful consideration of the various historical interpretations. Additionally, a student raising a question concerning such a doctrine should be referred to his or her parents or pastor.

### **Article III - Purpose**

The purpose of this Corporation shall be to provide, in conformity with Article II, instruction of high academic quality so that the pupils may be prepared to take their place in the home, the church, the state, and their vocations or professions in a manner that is God-glorifying. This Corporation is to be a non-profit corporation designed to provide Christian education in a private school for those who qualify for it.

The Corporation in the conduct of its activities, including without limitation its educational activities, shall admit students of any race, color, national and ethnic origin in administration of its educational policies, admissions policies and other Corporation administered programs.