

Spring Creek Charter Academy

2500 Vada Rd., Bainbridge, GA (school location)

PO Box 332, Edison, GA 39846 (mailing address)

Phone: 229/354.4001

Fax: 229/835.2233

APPLICATION FOR PROFESSIONAL POSITION

Date of Application _____ Date Available to Begin Work _____

I. PERSONAL DATA (please print)

Name _____
Last First Middle

SSN _____ Email Address _____

Mailing Address _____

Home Phone _____ Cell Phone _____

If you are not a citizen of the United States of America, you must furnish a copy of your Permanent Residency Permit or other document allowing you to legally work in this country.

II. EMPLOYMENT (check all that apply or rank them)

Positions	Check here if you wish to apply for this position	Check here if you are Certified by the PSC for this position
Primary P-2 Teacher		
Intermediate 3-5 Teacher		
Middle Grades Teacher – ELA/Reading		
Middle Grades Teacher – Math		
Middle Grades Teacher – Science		
Middle Grades Teacher – Social Studies		
Elementary Special Education Teacher		
Title I Intervention Teacher		
Administration: Specify _____		

Check any extracurricular activities which you are willing to coach or sponsor:

__ Academic Team __ Drama __ Beta Club __ Literary __ School Newspaper __ Student Council __ Yearbook

__ Track __ Cross Country __ Baseball __ Softball __ Football __ Basketball __ Cheerleading __ Archery

__ Other: _____ If you are you proficient in languages other than English

please list languages: _____

III. CERTIFICATION

***Please provide a copy of your PSC teaching certificate with this application.

- A. Certificate Expiration Date: _____
- B. Certificate type: _____
- C. If you do not hold a valid teaching certificate, have you applied for one? _____
 - a. Date applied for: _____
 - b. Field(s) applied for: _____
- D. If you are not yet certified, have you passed GACE in your area of concentration? _____(please provide a copy of score reports)
- E. Do you hold certification in another state? _____ State: _____ (please provide a copy)

IV. GENERAL

- A. Are you presently under contract with any other school system? ____ Yes ____ No
If yes, name the system, location, and date contract expires _____
- B. If now employed, why are you considering leaving your present position?

- C. Have you ever failed to have a teaching contract renewed? ____ Yes ____ No
- D. Have you ever resigned or been discharged from any position, including the armed forces, while under suspicion of having engaged in criminal, immoral or unprofessional conduct, or are you now under investigation for any such charge? ____ Yes ____ No
- E. Have you ever been asked to resign from employment with a school system?
____ Yes ____ No
- F. Have you ever been asked to resign from employment with a school system in lieu of termination?
____ Yes ____ No
- G. Have you ever surrendered a teaching certificate/credential/license/permit, or had one revoked, or suspended, or is any investigation or adverse action now pending against you? ____ Yes ____ No
- H. Do you have any limitations that would hinder you from performing the job for which you are applying?
____ Yes ____ No
- I. Have you ever received an unsatisfactory performance evaluation? ____ Yes ____ No

If the answer to any of the above questions is YES, you must attach an explanation.

V. CRIMINAL HISTORY - PLEASE READ CAREFULLY

- A. Have you ever been **arrested**, convicted of, pled guilty to, pled nolo contendere to, or been sentenced under a First Offender Statute for a violation of any federal, state, county, or municipal law, regulation, or ordinance? _____Yes _____No
- B. Are you now under investigation for any such offense, other than a minor traffic offense? **YOU MUST INCLUDE ANY OFFENSE EXCEPT MINOR TRAFFIC CITATIONS.** Exclude events before age 16, unless prosecuted as an adult. For the purpose of this application, DUI/DWIs and Alcohol or substance abuse offenses must be reported. You must include any arrests for which the record has been expunged. _____Yes _____No

If you answer yes to any question, any documents MUST be included with this application.

IF **YES**: complete:

Type of Offense	Date	Name of Law Enforcement Authority	Disposition Outcome

IF YOU ANSWER ANY OF THE ABOVE QUESTIONS FALSELY, YOU WILL BE DISMISSED IMMEDIATELY UPON OUR RECEIPT OF THE CRIMINAL HISTORY BACKGROUND REPORT.

VI. RESUME

Attach a detailed resume that includes education level, areas of certification, employment history, and references. Be as specific as possible including the names of schools, not just districts you have worked at, grade levels and subjects taught, any extra duties you may have had, etc. Please provide 3 professional references. References should be professional references only. Beginning teachers must include cooperating teacher, college supervisor, and/or major professors. Please also include current or most recent direct supervisor. You may request he/she not be contacted until a position has been offered pending reference checks.

*If you are hired you will be asked to provide official transcripts from all colleges attended. You may choose to have those sent at the same time as the application.

VII. VISION STATEMENT

Included in your resume cover letter should be a Vision Statement. Please write about why you want to work at Spring Creek Charter Academy and why you think you would be a good fit for our school.

VIII. SIGNATURE

Notice: The furnishing of false or misleading information or the intentional withholding of material facts, including facts concerning ones criminal record will constitute ground for immediate termination.

I understand and agree to a criminal record check as provided by the Official Code of Georgia annotated 20-2-211(e) (1), the policies and rules of Spring Creek Charter Academy. I agree to be fingerprinted and I further agree to sign the forms, which Spring Creek Charter Academy may require me to sign consenting to a criminal record check through the National Crime Information Center and the Georgia Crime Information Center. I

further understand that the information obtained from the criminal background check may be used in employment decisions.

I consent for any former employer of mine to furnish any information from my personnel file or evaluations relative to my performance as an employee, and I waive any right I may have for such information to remain confidential. I relieve from all liability and responsibility those persons, schools, companies, or corporations supplying information in this regard. I understand that employment applications of public employees are subject to provisions of Georgia's Open Records Act.

By filing application for employment with Spring Creek Charter Academy, if employed, I agree to abide by all policies set forth by Spring Creek Charter Academy Governing Board. I authorize full investigation of the information given in this application and consent to the representatives of Spring Creek Charter Academy contacting my references, previous employers, schools attended, court officials, and law enforcement authorities. I understand that a Spring Creek Charter Academy employee who is charged with or arrested for the commission of any criminal act(s) as defined in the Code of Ethics for Educators shall report such event to the School Director or Governing Board President within 24 hours of the charge or arrest, or by the next business day.

The application, transcripts, references, and other data are the property of Spring Creek Charter Academy and will not be returned to the applicant.

APPLICANT'S SIGNATURE _____ DATE _____

Submit application, resume, and copy of certification to sccahr@pataula.net. Incomplete submissions will not be considered. We will not take phone calls about the position prior to interviews. If you have questions you cannot find the answer to on our website (pataula.net), you can send those questions to sccahr@pataula.net as well.

Spring Creek Charter Academy does not discriminate in employment or educational programs, services or activities based on race, color, religion, national origin, sex, age or disability in accordance with state and federal laws, as required by Title VI and VII of the 1964 Civil Rights Act, Title IX of the 1972 Education Amendments, Age Discrimination Act of 1975, and the Federal Occupational Rehabilitation Act of 1973.

This institution is an equal opportunity provider.

Spring Creek Charter Academy is a Drug-Free Workplace.