

EL CAMINO ACADEMY (ECA)

STAFF APPLICATION

Contact information:

To call from the U.S. / Canada: 011-571-742-2330

www.eca.edu.co

elcamino@eca.edu.co

Recruiting: info@eca.edu.co and/or director@eca.edu.co

Part I: Personal Information

1. Complete legal name (as shown in your passport): _____

Name you go by, if different: _____

2. Date of birth: _____ Place of birth: _____
(MM/DD/YYYY) City / State / Country

3. Passport country: _____ Passport No.: _____
Passport expiration date: _____

4. Sex _____ Age: _____
F M

5. Current mailing address: _____ Current email address: _____

6. Home Phone (landline): _____ Cell phone: _____

7. Permanent address (if different): _____

8. Emergency contact:
Name: _____ Relationship: _____
Landline: _____ Cell Phone: _____
Email address: _____
Mailing address: _____

9. Where are you currently employed / studying? What is your current role there?

10. Date you could begin at ECA: _____

11. What length of service do you anticipate? Check one.
1 Year _____ 2-3 years _____ Career/long-term service _____

How did you hear about El Camino Academy? Check one or more:
Mission:Teach
ECA Website
ECA Facebook
ACSI Website
ACSI Recruiting
ECA Rep College Visit - please specify who in Other below.
Personal Contact with an ECA Staff Member - please specify who in Other below
Short-Term Mission Trip to Bogotá
Other: _____

Part II: Family Status

1. Check one:

Single ___ Married ___ Widow ___ Divorced ___ Separated ___ **Remarried** ___

If divorced, separated or remarried, give more details on a separate page (how long ago, God's healing process, etc.).

2. If married, what is your spouse's current job? What does he/she envision doing in Bogotá?

3. Names, ages and current grades of children. Indicate which ones would accompany you.

4. On a scale of 1 to 5, how do your dependent children feel about this possible move? (1 = negative, 5 = very supportive)

N/A 1 2 3 4 5 (Circle one)

5. On a scale of 1 to 5, how much do your parents support your decision to teach/work in Colombia?

N/A 1 2 3 4 5 (Circle one)

Part III: Health

1. Describe your health. Include significant past or present conditions.

2. Do you have any health issues that high altitude (8,700 ft) might affect?

Part IV: Skills, hobbies, and experiences

1. Rate your level of Spanish from 1 to 5 (1 = low, 5= high) 1 2 3 4 5 (Circle one)

2. What are you doing / have you done to learn Spanish?

3. Do you speak any other foreign languages? Indicate degree of fluency.

4. List your cross-cultural experiences.

5. Comment on any other skills, hobbies, interests or abilities you have. Are any of your skills and/or hobbies something you would be willing to teach in an elective setting?

YES NO

Part V: Service Preferences

Select service preferences in rank order. Specify choices for grade level, subject, position, etc.

- Teacher _____
- Administrator _____
- Teacher Aide _____
- Administrative support _____
- Other _____

Part VI: Education and Certification

EDUCATION

1. Complete the following information regarding your education, starting with your HS graduation. Indicate BA or BS, and in what area.

School/Place	Degree	Area of Major	Completed	Date
	High school diploma	General Education	Yes	

2. CERTIFICATION (State, ACSI, TESOL, etc.)

SUBJECT AREA OR LEVEL	CERTIFYING AGENCY	CERTIFICATION DATE	EXPIRATION DATE

Are you certified with ACSI (Association of Christian School International)?

If not, are you willing to commit to becoming ACSI-certified within the first 2 years of teaching? We will provide the necessary materials.

3. If not already ACSI (Association of Christian Schools International) certified, are you willing to become ACSI certified within the first 2 years of teaching?

YES NO

4. Describe your proficiency with technology: _____

Do you normally use a PC or a Mac, or are you quite comfortable with both? PC Mac Both

Would you be bringing a laptop down with you? Yes, a PC Yes, a Mac No

5. List your previous 4 jobs.

DATES (Month and year)		NAME OF EMPLOYER	CONTACT INFO (E-mail or phone number)	POSITION	REASON FOR LEAVING
FROM					
TO					
FROM					
TO					
FROM					
TO					
FROM					
TO					

6. Which of these jobs did you like best? _____

7. What did you like most about this job? _____

Part VII: Spiritual Maturity

1. How long have you been born again and walking with the Lord? _____

2. What church do you attend? _____

3. How long have you attended? _____

4. How often do you attend church? _____

5. Have you been baptized in water? YES NO Year _____

6. Describe any Christian service you have been involved in during the last 5 years.

7. Describe your devotional and prayer life. _____

8. What gifts do you believe the Lord has equipped you with to build up the Church? _____

9. List 3 strengths, one in each of these areas: personal, professional and spiritual. _____

10. List 3 weaknesses or aspects you are working on, one in each of these areas: personal, professional and spiritual. _____

We believe that all school staff serve as leaders and role models; therefore, we look to 1 Timothy 3 as the biblical requirements given to one who desires to lead in the Church. With that in mind, comment on/complete each of the following questions.

11. *“Now the overseer must be above reproach, . . .” 1 Timothy 3:2 (NIV)*

“. . . must give no grounds for accusation . . .” (Amplified)

Do you believe your life reflects the life of Christ in moral purity (with regard to lust, sexual activity outside of marriage, pornography, flirtatiousness, immodesty , etc.) and Christian ethics? Is your life above reproach? Please comment.

12. *“...he must manage his own household well...” 1 Timothy 3:2 (NIV)*

Describe your marriage and/or family life.

13. *“. . . temperate, self-controlled, respectable, . . .” 1 Timothy 3:2 (NIV)*

Do you believe that you exhibit control over your emotions and actions, even in stressful situations? Do your emotions affect your ability to work well with others?

14. *“. . . hospitable, . . .” 1 Timothy 3:2 (NIV)*

Describe how this applies to you.

15. *“. . . able to teach, . . .” 1 Timothy 3:2 (NIV)*

Do you believe that you have a good working knowledge of the Bible? Are you capable and ready to communicate the counsel of God’s Word to others? _____

16. *“not given to drunkenness, . . .” 1 Timothy 3:3 (NIV)*

Describe whether you have ever used illegal drugs, whether you drink alcohol, and your convictions about the subject.

17. . . . *not violent but gentle, not quarrelsome, . . .*” 1 Timothy 3:3 (NIV)

How do you cope with interpersonal conflict? _____

18. How do you feel you respond to criticism? _____

19. “. . . *not a lover of money.*” 1 Timothy 3:3 (NIV)

How does money influence you in your decision making?

Please state your views on the following. This is not a test of your Bible knowledge, but we do want to know what you believe regarding some doctrines. You may support answers with Scripture when applicable.

20. *Salvation:* What is it and how is it obtained? _____

21. *The Trinity:* _____

22. Describe what the “*inerrancy of Scripture*” means to you. _____

23. Describe your beliefs about the use of *spiritual gifts* in the Church today (found in Romans 12 and 1 Corinthians 12). _____

24. What, if any, Christian authors, books, pastors, or teachers have influenced you most?

Part VIII: Commitment to Christian Education

1. Briefly describe your perspective on the purpose and role of Christian education. _____

2. What methods of classroom discipline have you found successful? _____

3. Life in a third-world country (including in an international school) might not be as predictable as you are used to. Give an example of a situation where you had to be flexible.

4. Give your thoughts on effective biblical integration within the Christian school curriculum and pedagogy.

Part IX: Missionary life

1. Is teaching a job, profession, calling, passion, or ministry for you? Explain.

2. Why do you want to teach at ECA (El Camino Academy) in Bogotá, Colombia? _____

3. What might be difficult for you to adjust to?

4. Have you ever served with a mission agency or sending agency in the past? Explain.

5. What mission agency have you chosen to handle your support, etc.? Many ECA missionaries have come down under RCE and TeachBeyond (see our website).

6. How do you plan to raise support for your living expenses?

7. What outstanding debts do you have that you need to consider as you plan for responsibly serving at ECA? _____

Part X: Background Information

Have you ever pled “no contest,” nolo, or guilty to a crime, or been convicted of a crime?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Are any charges currently pending against you?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Has any adjudication ever been withheld?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Have you ever been a defendant in a civil suit on an intentional tort (assault, battery, false imprisonment, invasion of privacy, intentional infliction of emotional distress, intentional wrongful death)?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Do you have any commitments to any other employer which may affect your service at ECA?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

NOTE: Answering “yes” to these questions does not constitute an automatic bar to service at ECA.

If you answered yes to any of the preceding questions, give dates and details explaining each answer.

Part XI: References

List 4 people who know you well. They should include each of the following: a pastor or a spiritual leader, a person in the education field, a Christian friend, and a family member.

	NAME	EMAIL ADDRESS	TELEPHONE	STATE
PASTOR / CHURCH LEADER				
PROFESSIONAL				
PERSONAL				
FAMILY				

Part XII: Attach the following documents

Please upload the following documents. The preferred format is pdf, but we are able to accept almost any type of document. Note that there is a 3 MB limit per file.

1. Electronic copy of a current photo suitable for an ID card
2. Transcripts for each school attended. Original transcripts are not necessary.
3. A 1-page summary describing a) how and when you came to know the Lord, and b) your current walk with Him
4. Additional info from Family Status: question 1 (if needed)
5. Copies of certifications and diplomas will be needed if you are accepted.

Part XIII: Agreements

Agreements can be found at this link: <http://www.eca.edu.co/get-involved/potential-teachers>

1. I have read ECA's **Statement of Faith** and I agree with it.

"I hereby affirm that I am in agreement with all points of the El Camino Academy statement of faith. I agree to refrain from teaching any doctrine that is contrary to the ECA Statement of Faith. Since El Camino Academy is a Christian school serving families from a variety of theological backgrounds, I also agree to treat with respect and tolerance any doctrinal viewpoint that may differ from my own."

Teacher signature: _____

2. I have read ECA's **Philosophy of Education** and I agree with it.

Teacher signature: _____

3. I have read ECA's Vision, Mission, Core Values, and Fundamentals and I agree with them.

Teacher signature: _____

4. I have read ECA's **Spiritual and Professional Norms** form and I agree to abide by them.

Teacher signature: _____

5. I have read the **Security Memo** and I am aware of and understand the information written in it.

Teacher signature: _____

6. I have read ECA's **Child Protection Policy** and I agree with it.

Teacher signature: _____

7. I have read ECA's **Teacher Internet Use Policy** and I agree with it.

Teacher signature: _____

8. The information given by me on this application and during the interview process is true and complete in all respects, and all information requested in the application process will be provided in a timely way. I agree that if the information is found to be false, misleading, or unsatisfactory in any respect (in El Camino's judgment), I will be disqualified from consideration for service, or subject to immediate dismissal if discovered after I am accepted.

Teacher signature: _____

Date: _____

* If you have any problems submitting this application, please contact webmaster@eca.edu.co.

* If you have not heard from us within a week of submitting this application, please contact us directly at info@eca.edu.co.