



Pope John Paul II Academy
“A private independent school in the Catholic tradition”

Application for Position of Teacher

Position Desired _____ Full Time ____ Part Time ____

Application Date __/__/__

Date Available __/__/__

General Statement:

Your interest in the Pope John Paul Academy is very much appreciated. We invite you to fill out this application and return it to our school office. After careful review, and in the event we have continued interest in your candidacy, we will arrange for a personal interview.

We are sure that you realize the key to a successful Catholic school is its' staff. We are very interested in finding that candidate who, by his or her life, exemplifies the great principles of our Catholic Faith.

We look forward to receiving your application. Thank you again for your interest in our school.

A. Applicant's Name and Address

Full Name: Mr. Mrs. Miss

Last _____ First _____ MI _____

Present Street Address _____

City _____ State ____ Zip _____

Telephone Day () _____ Evening () _____

How long have you lived at the above address? _____

Permanent Street Address (if different from above)

City _____ State ____ Zip _____

B. Personal Information

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

(If applicable) Spouse's Name _____ Occupation _____
Years Married _____ Number of Children _____
Ages of Children _____

Finances: What was your most recent annual salary? \$ _____
What salary do you think you would require to realistically meet
your financial needs if you accept a position with us? \$ _____

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

C. Position Outlook

Future Plans What would you like to be doing five years from now?

Special Activities Please list activities (arts, music) or sports that you would be
capable and willing to direct, advise, sponsor or coach. (Please
indicate grade or ability levels.)

D. Catholic Background

Attached to this application is a Statement of Faith and Oath of Fidelity to the
Magisterium of the Roman Catholic Church and to the local Bishop.
If you were teaching at Pope John Paul II Academy, would you make this statement and
take this oath? Yes no

E. Professional Qualifications

Formal Training: College _____ Year Graduated _____
What degree(s) do you hold?
Degree _____ Date Received _____ School _____

Major _____ Minor _____
Cumulative grade point average: Bachelor _____ Graduate _____
Total units after date of bachelor's degree _____

Teaching Experience: Sequentially list your teaching experience (most recent first):
School _____ Level _____ From _____ To _____

Total number of years teaching experience: _____

Reasons for leaving your most recent position?

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

Other Experience: Are you under contract for the ensuing year? yes no
List other work or military experiences that may have significance for the type of position for which you are applying.
Place _____ Type of work/Experience _____ Dates _____

List any educational advantages that you have had, including opportunities for travel:

List any "great book" that comes to mind which you believe had a great impact on your life:

List any books or articles that you have read recently that have helped you to grow professionally: _____

Certificates: Please attach photocopies of any certificates held.

F. Personal References

Give three references who know you and who you feel are qualified to speak of your general character and personal conduct. Do not list any family members or relatives for references. However, please be sure to list your **current church Pastor**.

Name	Address	Telephone	Position
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Give the names of three people who are qualified to speak of your professional training and experience. List your current supervisor or educational director first.

Name	Address	Telephone	Position
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

G. Personal Philosophy

On the succeeding pages of this application, please **label and answer**, as succinctly as you possibly can, each of these questions:

- I. Why do you wish to teach in a small, Catholic school?
- II. What are your views as a Catholic educator and what do you expect from a truly Catholic educational institution?
- III. What is the main characteristic that should distinguish a Catholic school from other schools?
- IV. What do you consider to be the proper classroom atmosphere for learning?
- V. What is your philosophy of discipline? Your attitude toward punishment?
- VI. What areas do you feel are your strengths and weaknesses?
- VII. Is there any additional information that you would like to present regarding your candidacy for this position?

H. Personal Interests

List memberships, offices and honors obtained in:

High School: _____

College: _____

Currently: _____

List your hobbies and personal interests:

What periodicals do you read regularly?

I. Applicant's Certification and Agreement

I understand that POPE JOHN PAUL II ACADEMY does not discriminate in its employment practices against any person because of sex, race, color, national or ethnic origin or handicap.

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 POPE JOHN PAUL II ACADEMY to inquire about my work and related history and to verify all data given in my application for employment, related papers, and my oral interviews. I authorize the release and giving of any information requested by POPE JOHN PAUL II 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 POPE JOHN PAUL II ACADEMY.

I further certify that I have carefully read and do understand the above statements.

Signature of Applicant _____ Date _____

**OATH OF FIDELITY TO THE MAGISTERIUM OF THE HOLY ROMAN
CATHOLIC CHURCH**

I, _____, on assuming the office of _____ for POPE JOHN PAUL II ACADEMY, promise that I shall always preserve communion with the Catholic Church whether in the words I speak or in the way I speak or in the way I act.

With great care and fidelity, I shall carry out the responsibilities (*onera*) by which I am bound in relation both to the Universal and to the particular church in which I am called to exercise by service according to the requirements of the law.

In carrying out my charge, which is committed to me in the name of the Church, I shall preserve the Deposit of Faith in its entirety, hand it on faithfully and make it shine forth. As a result, whatsoever teachings are contrary, I shall shun.

May God help me in this way with the holy Gospels of God which I touch with my hands.

I shall foster the common discipline of the whole Church and urge the observance of all ecclesiastical laws, especially those which are contained in the Code of Canon Law.

With Christian obedience, I shall associate myself with (*prosequar*) what is expressed by the holy shepherds as authentic doctors and teachers of the Faith or established by them as rulers of the Church. And with diocesan bishops, I shall gladly devote my energy to that apostolic activity, to be exercised by the mandate and in the name of the church, with provision made for the character of my institute – carried out in the communion of the Church.

Signed: _____

Date: _____

