



## 2020 Summer School Application

**Coastline Christian Schools**

1801 North Loop Road

Alameda, CA 94502

510-522-0200

### **A. PERSONAL BACKGROUND**

Name: \_\_\_\_\_ Application date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ Work Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

Best time to call you \_\_\_\_\_ Email Address: \_\_\_\_\_

Emergency contact info: Name \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

#### **Educational background:**

Degree earned or in progress: \_\_\_\_\_ Highest grade level completed: \_\_\_\_\_

School of attendance: \_\_\_\_\_ Major/Minor: \_\_\_\_\_

### **B. POSITIONS AND AVAILABILITY** – June 17<sup>th</sup> to July 17<sup>th</sup>

#### **MORNING ACADEMIC CLASSES (8:30-12:00pm):**

##### **Position desired (check all that apply):**

☐ Teacher ☐ Teacher's Assistant ☐ Before School or After School Childcare ☐ Office/Clerical

**I am available:** ☐ All day (8:30-3:30) ☐ AM only ☐ PM only

**I would like to:** ☐ Work ☐ Volunteer ☐ Either

\*If a paid position is not available, are you willing to volunteer? ☐ Yes ☐ No

**Have you worked or volunteered for CCS Summer School in the past? If so, when?** \_\_\_\_\_

**Dates of Availability:** ☐ entire 4 weeks (June 17-July 17) ☐ part time only, please list available dates: \_\_\_\_\_

**Which grade(s)\* are you are interested in teaching:** ☐ 1<sup>st</sup> ☐ 2<sup>nd</sup> ☐ 3<sup>rd</sup> ☐ 4<sup>th</sup> ☐ 5<sup>th</sup> ☐ Middle School

\* Elementary morning academic classes include a field trip once a week in which teachers are expected to stay with their class all day.

#### **AFTERNOON ENRICHMENT CLASSES (12-3:30pm):**

☐ **Elementary Enrichment Teacher**

List classes you are interested in teaching and would like CCS to consider offering: \_\_\_\_\_

☐ **Middle School Enrichment Teacher**

List classes you are interested in teaching and would like CCS to consider offering: \_\_\_\_\_

**Weeks of Availability:** ☐ Wk 1 (6/17-6/19) 3 days ☐ Wk 2 (6/22-6/26) 5 days ☐ Wk 3 (6/29-7/2, no 7/3) 4 days  
☐ Wk 4 (7/6-7/10) 5 days ☐ Wk 5 (7/13-7/17) 5 days



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### **C. SHORT ANSWER QUESTIONS**

Why do you want to work/volunteer in Summer School? \_\_\_\_\_

Why do you wish to work with the grade level(s) indicated in section B? \_\_\_\_\_

What previous work or volunteer experience do you have, especially related to your desired role in Summer School? If applying to teach, what skills, training or prior experience qualifies you to teach your selected classes? \_\_\_\_\_

Have you accepted Jesus Christ as your personal Savior? \_\_\_\_\_ If yes, please describe your salvation experience. \_\_\_\_\_

### **D. REFERENCES**

Do you attend church regularly? \_\_\_\_\_ If yes, which church do you attend? \_\_\_\_\_

Pastor's Name \_\_\_\_\_ Phone ( )

Please list two references who are qualified to speak of your spiritual experience and Christian service.

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone ( )

Address \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone ( )

Address \_\_\_\_\_

Please list two references who are qualified to speak of your work experience, including your current or most recent supervisor.

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone ( )

Address \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone ( )

Address \_\_\_\_\_



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### **E. ACKNOWLEDGEMENTS**

Please carefully read the following section and sign your name to acknowledge before returning this application.

- I understand that the selection of summer school staff is left to the discretion of the directors and administrators.
- I understand that any class is subject to cancellation.
- I understand that there will be required, in-service training meetings for all summer school staff.
- I understand that, regardless of the position I hold during summer school, I am responsible for conducting myself in a manner that will glorify the Lord. Inappropriate behavior will be dealt with by the directors and may result in reassignment or dismissal from the staff.
- If I am currently a CCS staff member, I understand this work is in addition to any regular duties and does not negate my responsibility to complete those duties in a timely and professional manner.

Those who are not already a CCS staff member must also agree to the following:

- I hereby certify that the facts set forth in this application are true and complete to the best of my knowledge. I understand that discovery of 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 that I will be paid and only through the day of release.
- I authorize Chinese Christian Schools to thoroughly investigate references, work records, evaluations, education, and other matters related to my suitability for employment.
- I authorize references and my former employers to disclose to the school any and all employment records, performance reviews, letter, reports, and other information related to my life and employment, without giving me prior notice of such disclosure.
- I hereby release Chinese Christian Schools, my former employers, references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.
- Since I will be working with children, I understand that I may be required to submit to a fingerprint check by the DOJ (Department of Justice) and FBI (Federal Bureau of Investigation). I agree to fully cooperate in providing and recording as many sets of my fingerprints as is necessary for such an investigation. I authorize Chinese Christian Schools to conduct a criminal records check.

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.

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