

# Riverside Christian School

721 Keys Road Yakima, WA 98901 965-2602

## Expectations for Classified Employees at Riverside Christian School

It is the practice of Riverside Christian School to hire classified employees “At-Will”. Employment At-Will is not a contract but an offer of employment for an undetermined length of time based on the discernment of the Board, on student enrollment, school need, and/or employee performance. It may be terminated by Riverside Christian School at any time without cause.

Signature implies full understanding and compliance with the position and mission of Riverside Christian School.

We rejoice that God has brought you to us as a “fellow-laborer” in this ministry. This document provides a framework of mutual obligation and responsibility to assure the orderly operation of an exemplary program at Riverside Christian School.

### **CONDITIONS OF EMPLOYMENT**

1. The employee affirms that, as part of the qualifications for this position, he/she is a “born again” Christian who knows the Lord Jesus Christ as Savior (John 3:3, I Peter 1:23).
2. The employee will manifest by precept and example the highest Christian virtue and personal decorum, serving as a **Christian role model** (I Timothy 4:12) both in and out of school to pupils (Luke 6:40), and as an example to parents and fellow faculty members in judgment, dignity, respect, and Christian living. This includes, but is not limited to, drugs, the use of vulgar and profane language, sexual activity outside the confines of marriage as defined by the Bible, and the excessive or abusive use of tobacco or alcohol, keeping in mind we are to be an example to all and a stumbling block to none (Col. 3:17 KJ, Titus 2:7-8 TLB, I Thess. 2:10 TLB, I Thess. 5:18, 22-23 KJ, and James 3:17-18). At no time shall the employee use alcohol or tobacco in the presence of students.
3. The employee will faithfully attend a local church whose fundamental beliefs are in agreement with the Statement of Faith of this school (Hebrews 10:25).
4. The employee accepts without verbal or mental reservations the Statement of Faith of this school and is committed to upholding them.

## STATEMENT OF FAITH

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- **Scriptures:** We believe in the Scriptures of the Old and New Testaments as verbally inspired by God, inerrant in the original writings and that they alone are the infallible Word of God. They alone are of supreme and final authority in faith and life.
- **God:** We believe there is one, and only one, living and true God and that He eternally exists in three equal persons: Father, Son and Holy Spirit.
- **Jesus Christ:** We believe that Jesus Christ is both true God and true man. We believe that as God, Jesus Christ exists from eternity to eternity as the Son of God. We believe that as man, Jesus Christ was begotten by the Holy Spirit and born of the virgin Mary. We believe that the Lord Jesus Christ died for our sins according to the Scriptures as a representative and substitutionary sacrifice; and that all who believe in Him are justified on the grounds of His shed blood. We believe in the resurrection of the crucified body of our Lord, in His ascension to heaven, in His present life there for us as High Priest and Advocate. We believe in “that blessed hope,” the personal imminent return of our Lord and Savior, Jesus Christ.
- **Holy Spirit:** We believe the Holy Spirit eternally exists as the third person of the Triune Godhead. We believe that the Holy Spirit convicts men of the need for Christ and regenerates them, giving every believer a new spiritual life. We believe the Holy Spirit seals, empowers, guides, teaches and sanctifies every believer. We believe the Holy Spirit sovereignly bestows gifts upon believers and produces spiritual fruit in each Christian as evidence of a Spirit-filled life.
- **Man:** We believe that man was created in the image of God; that he voluntarily sinned and thereby incurred not only physical death, but also spiritual death, which is separation from God; that all human beings are born with a sinful nature and are totally incapable, through any personal act or combination of actions of righteousness, to earn approval from God, which will solve the separation problem.
- **Salvation:** We believe that salvation is available to all who will receive it and is wholly of grace through the work of the Lord Jesus Christ alone. All who receive this gift are born again of the Holy Spirit and thereby become children of God. Faith in the Lord Jesus Christ is the only condition of salvation. We believe that all who are born again are kept by God the Father for Jesus Christ.
- **Resurrection:** We believe in the bodily resurrection of the just and unjust, the everlasting blessedness of the saved and the everlasting conscious punishment of the lost.
- **Church:** We believe in the great commission, which our Lord has given to His church to evangelize the world, and that the church is made up of all who truly believe on the Lord Jesus Christ. The local church is a congregation of believers who have associated for worship and fellowship.
- **Creation:** We accept the *literal* Genesis account of creation and believe that man came by direct creation of God and not by evolution.
- **Satan:** We believe in the personality of Satan, that he is the unholy god of this age, the author of all the powers of darkness and is destined to the judgment of an eternal justice in the lake of fire.

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**Signature indicating full agreement with the above Statement of Faith**

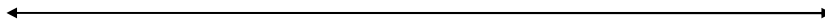
5. Upon request, the employee agrees to submit to a physical examination by a licensed physician and furnish the school with a copy of a physician's report.
6. The employee will maintain an appropriate professional appearance and demeanor.
7. The employee acknowledges that he/she is fully aware of his/her obligations under state law regarding child abuse reporting requirements and that he/she will fulfill those obligations.
8. **Fringe Benefits** - It is understood that the school is not liable to reimburse any employee for any benefit not used in the fringe benefit package. Employees may not choose to receive cash in lieu of any benefit. (Refer to benefits package attached.)
9. Cause for termination of At-Will Agreement includes, but is not limited to, any conduct tending to reflect discredit upon the school or upon the employee, particularly as a **Christian role model** for the students.

I have read and understand the duties, responsibilities and expectations of this "Employment At-Will" statement.

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Applicant Signature

Date



# RIVERSIDE CHRISTIAN SCHOOL

721 Keys Road Yakima, WA 98901 (509) 965-2602

## Initial Application for Coaching Personnel

*Your interest in Riverside Christian School is appreciated. You are invited to fill out this application and return it to the school office. If an opening occurs for which it appears you may qualify, a personal interview will be arranged.*

*The key to a successful Christian school is its staff. We are grateful for those who are qualified, who know and love the students and who, by the pattern of their lives, exemplify Christ.*

*We look forward to receiving your initial application and thank you for your interest in the ministry of Riverside Christian School. It is our prayer that God fulfill His perfect will in the lives of all applicants.*

Application Date: \_\_\_\_\_  
Date Available: \_\_\_\_\_  
Position Desired: \_\_\_\_\_  
Full Time: \_\_\_\_\_ Part Time: \_\_\_\_\_

If you wish, you are welcome to include a recent photo here.

### A. APPLICANT'S NAME and ADDRESS

Full Name Mr. Mrs. Miss \_\_\_\_\_  
Current Address \_\_\_\_\_ Email \_\_\_\_\_  
City, State, Zip \_\_\_\_\_ Phone \_\_\_\_\_

### B. PERSONAL INFORMATION

General Birth Date \_\_\_\_\_ Social Security # \_\_\_\_\_  
Marital Status Single \_\_\_\_\_ Engaged \_\_\_\_\_ Married \_\_\_\_\_ Separated \_\_\_\_\_ Widow(er) \_\_\_\_\_  
Spouse's Name \_\_\_\_\_ Occupation \_\_\_\_\_  
Years Married \_\_\_\_\_ Number of Children \_\_\_\_\_ Ages \_\_\_\_\_

**C. POSITION DESIRED**

Preference Indicate 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> choices: 6 7 8 9 10 11 12  
( ) ( ) ( ) ( ) ( ) ( ) ( )

Please list junior high/high school in order of your preference: 1. \_\_\_\_\_  
2. \_\_\_\_\_

Please list boys/girls in order of your preference: 1. \_\_\_\_\_  
2. \_\_\_\_\_

**D. CHRISTIAN BACKGROUND**

Testimony On a separate sheet of paper, in your own handwriting, briefly give your Christian testimony.

Bible Do you believe the Bible to be the inspired and infallible Word of God, our final authority in all matters of faith, conduct and truth?  
\_\_\_ Yes \_\_\_ No Signature \_\_\_\_\_

Statement of Faith Please carefully read our Statement of Faith and indicate below your degree of support.  
\_\_\_ I fully support the Statement of Faith without mental reservations.  
Signature \_\_\_\_\_

\_\_\_ I support the Statement of Faith, except the area(s) listed and explained on a separate paper. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.  
Signature \_\_\_\_\_

Church Denominational preference \_\_\_\_\_  
What is your local church affiliation? \_\_\_\_\_  
Are you presently a member in good standing? \_\_\_\_\_ Years? \_\_\_\_\_

**E. PROFESSIONAL QUALIFICATIONS**

Formal Training What degree or degrees do you hold?

<u>Degree</u>	<u>Date Received</u>	<u>Issuing Institution</u>

Your Major(s) \_\_\_\_\_  
Your Minor(s) \_\_\_\_\_

Coaching Sequentially list your coaching experience, with most recent first.

Experience	Place	Sports & Age Group	Dates

Years of Coaching Experience: \_\_\_\_\_ Public School \_\_\_\_\_ Christian School  
 \_\_\_\_\_ Parks Dept. \_\_\_\_\_ YMCA \_\_\_\_\_ AAU

Coaching Have you met the 1994-95 WIAA coaches' standards? \_\_\_\_\_  
 Standard level completed \_\_\_\_\_ What kind? \_\_\_\_\_  
 List hours in standard categories:  
 I. Medical Aspects \_\_\_\_\_ II. Legal Aspects \_\_\_\_\_ III. Psycho/Social Foundations \_\_\_\_\_  
 IV. Coaching Techniques \_\_\_\_\_ V. Philosophy/Sports Management Pedagogy \_\_\_\_\_

**F. REFERENCES**

Personal List three individuals who are qualified to speak of your spiritual experience and Christian service.  
 List your current pastor first. (Do not list family members or relatives for references).

Name	Complete Address	Phone #	Position

Coaching List three individuals who are qualified to speak of your coaching training and experience. List your current or most recent principal or supervisor first.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**G. PERSONAL PHILOSOPHY**

Short Essays On a separate piece of paper, please label and succinctly answer in one or two paragraphs each of the questions below.

- Why do you wish to have a part in Christian school coaching?
- State what you consider to be the main characteristics that distinguish a Christian school from a public school.
- What do you consider to be the proper atmosphere for learning a sport?
- What are our philosophy of discipline and attitude toward physical punishment?
- What areas do you feel are your strengths? Weaknesses?
- Please summarize any additional information that you would like to present regarding your qualifications for this position.

**H. PERSONAL INTERESTS**

List sport activities in which you have participated or coached:

High School \_\_\_\_\_

\_\_\_\_\_

College \_\_\_\_\_

\_\_\_\_\_

Currently \_\_\_\_\_

\_\_\_\_\_

**I. APPLICANT’S CERTIFICATION and AGREEMENT**

I understand that Riverside Christian School is an equal opportunity employer and as such does not discriminate in its employment practices against any person because of race, color and national or ethnic origin.

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 Riverside Christian School to inquire about my work and personal history and verify all data given in my application for employment, related to papers or oral interviews. I authorize the giving and receiving of any information requested by Riverside Christian School, and I release from liability any person, organization or company giving or receiving any such information.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

If this position is filled with another applicant or if there is not an appropriate, available staff position at the time of application, would you like us to share this application with another Christian school that may have an opening?

Yes \_\_\_\_ No \_\_\_\_

# Riverside Christian School

721 Keys Road, Yakima, WA 98901 (509) 965-2602

Regular church attendance is a requirement for employment at RCS.

## Church Involvement Form

*To be completed by the pastor most able to attest to the following person's involvement. The person listed below has applied for employment at Riverside Christian School. The purpose of this form is to show the level of church involvement.*

Name \_\_\_\_\_

How long have you known this person? \_\_\_\_\_

### ATTENDANCE AT WORSHIP SERVICES

\_\_\_\_\_ Entire family attends on a weekly basis. If not, how often? \_\_\_\_\_

\_\_\_\_\_ Some family members attend on a weekly basis: \_\_\_ Father, \_\_\_\_\_ Mother, \_\_\_\_\_ Children

Comment \_\_\_\_\_

Please describe his/her attendance pattern \_\_\_\_\_

### CHURCH INVOLVEMENT

How long has this person been actively attending your church? \_\_\_\_\_

Comment \_\_\_\_\_

What church activities do they participate in? \_\_\_\_\_

OTHER COMMENTS: \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

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

Church Name/Denomination \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Telephone \_\_\_\_\_

Please mail completed form to: **Riverside Christian School**  
**721 Keys Road**  
**Yakima, WA 98901**