



GRACE CASCADE
CHRISTIAN SCHOOLS

Devon Rickabaugh, Head of Schools
District Office | 855 Chevy Way, Medford OR 97504
HR Office 541-608-1315 | Fax 541-608-1369 | dcarlson@gracechristian.org
www.gracechristian.org/about-us/employment

Dear Applicant:

Thank you for your inquiry into working at Grace Cascade Christian Schools. We view our school as a ministry and recognize that applicants become staff only by the moving of God through the Holy Spirit. As God leads the prospective employee, He also ministers to those in the school to recruit, hire and retain personnel. We look at a person's qualifications, training and experience, but also consider the "call of God" in a person's heart. We encourage you to look to the Lord for His direction in your life.

Grace Cascade Christian Schools is one of Oregon's largest Christian schools, with 700+ students in Preschool through 12th grade and over 100 staff members. Grace Cascade Christian Schools is accredited with the Association of Christian Schools International (ACSI) and AdvanED, a regional accreditation organization recognized by the Oregon Department of Education. Grace Cascade Christian Schools is governed by a school board, which consists of godly individuals who are committed to a Biblically-based philosophy of education.

If you sense God leading you to inquire further, please complete the enclosed application and return it with the appropriate supporting documents. If not, we trust God's best for you wherever that may be.

In Christ's Service,

Devon Rickabaugh
Head of Schools
Grace Cascade Christian Schools

Grace Cascade Christian Schools
Statement of Faith

We believe that the Bible is the inerrant, inspired Word of God and that it is our final authority in matters of faith and practice. (Deuteronomy 12:32; II Timothy 3:16-17; II Peter 1:21)

We believe in the eternally existing Triune God, Father, Son and Holy Spirit. (Matthew 28:19; John 15:26)

We believe in the Deity of Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, and in His ascension to the right hand of the Father, where He now acts as Mediator and Advocate. (John 1:1, 8:58; I Corinthians 8:6; Philippians 2:5-6)

We believe in the personal imminent return of the Lord Jesus Christ for His own. We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation. (Mark 13:32-37; Titus 2:13; I Thessalonians 4:17)

We believe that Heaven is the place of eternal blessedness for the saved and that Hell is the place of eternal conscious punishment for the lost. (Daniel 12:2; Matthew 25:31-46; John 10:28; Hebrews 9:27; Revelation 14:10-11, 22:3-5)

We believe that regeneration by the Holy Spirit is absolutely essential for the salvation of lost and sinful man and all who receive the Lord Jesus Christ, alone, by grace through faith, are born again and become the children of God. (John 3:3, 5:8; 14:6; Acts 15:11; Ephesians 2:5, 8-9)

We believe in the present ministry of the Holy Spirit whose indwelling of all believers enables them to live godly lives. (John 14:17, 16:8-11, 14)

We believe in the spirit of unity of believers in our Lord Jesus Christ and in the necessity of all His followers maintaining good works as evidence of faith. (John 17:20-23; Ephesians 2:10, 4:1-3)



CLASSIFIED STAFF APPLICATION FORM

Grace Cascade Christian Schools District Office
855 Chevy Way, Medford, OR 97504
Human Resources (541-608-1315) | dcarlson@gracechristian.org

Please fill out this form as completely as possible.

A. APPLICANT'S NAME AND ADDRESS:

FULL NAME: _____

DATE OF APPLICATION: ____/____/____ DATE AVAILABLE: ____/____/____

PRESENT ADDRESS: _____

How long have you lived at the address above? _____

PERMANENT MAILING ADDRESS: _____

PHONE: Days () _____ Evenings () _____

EMAIL: _____

B. PERSONAL INFORMATION:

Have you ever been dismissed, resigned to avoid being dismissed, or asked to resign from a position?
Yes ____ No ____ If yes, please explain. Use the reverse side if necessary.

Have you ever been charged in civil or criminal proceedings with improprieties regarding children?
Yes ____ No ____

Have you ever been convicted of any offense involving dishonesty, breach of trust, stealing any type of Moral impropriety, or any type of felony? Yes ____ No ____ If yes, indicated the nature of offense, Date, court, and disposition. _____

C. POSITION DESIRED: (Please check all that apply.)

- | | | |
|-------------------------------------|--|--|
| <input type="checkbox"/> SECRETARY | <input type="checkbox"/> BOOKKEEPER | <input type="checkbox"/> MEDIA CENTER |
| <input type="checkbox"/> AIDE | <input type="checkbox"/> AFTER SCHOOL PROGRAM | <input type="checkbox"/> PK/K ENRICHMENT PROGRAM |
| <input type="checkbox"/> BUS DRIVER | <input type="checkbox"/> HOLY JOE'S/FOOD SERVICE | <input type="checkbox"/> JANITOR/MAINTENANCE |
| <input type="checkbox"/> COACH | <input type="checkbox"/> OTHER: _____ | <input type="checkbox"/> FACILITY |

D. CHRISTIAN BACKGROUND:

Spiritual Preparation (Brief statement of your relationship to God)

What is your belief concerning the person and work of the Lord Jesus Christ?

What is your belief concerning the person and work of the Holy Spirit?

Denominational preference _____ Place _____

Do you attend regularly? _____ Member _____

Hold an office _____ If so, what office? _____

What is your attitude toward alcoholic beverages, smoking, recreation and entertainment?

If a particular activity or practice were “questionable” in terms of your testimony, as a leader in a ministry of this church, would you be willing to set this activity or practice aside for the time of your ministry here?

Do you agree with the Statement of Faith given within this application form? _____yes _____no

What is your view of authority and obedience as a staff member in a Christian School?

Please write a brief resume of your life, especially describing your personal relationship to Jesus Christ and His leading in your life.

E. EDUCATIONAL BACKGROUND:

School	City and State	Years From – To	Diploma/Degree
Secondary			
College			
Graduate or Other			

F. PERSONAL PHILOSOPHY:

What justification do you feel there is for the time, money and effort invested in Christian education?

Please state your opinion of distinctive characteristics of the Christian school:

If you have children, do you plan on sending them to Christian school? _____

G. WORK EXPERIENCE:

Month – year	Name and Address of Employer	Position	Reason for Leaving
From To			
From To			
From To			

G. WORK EXPERIENCE (cont.):

Professional & Technical Associations: (Give names and dates of memberships)

Interests or hobbies:

Experience with children:

H. ABILITY TO PERFORM ESSENTIAL JOB FUNCTIONS:

Is there any reason why you might be unable to perform the duties and responsibilities of the position for which you are applying? Yes _____ No _____ If yes, please explain.

I. REFERENCE DATA:

Please list names, addresses and phone numbers of individuals who will testify to your:

Spiritual Qualifications:

1. _____
2. _____
3. _____

Work Abilities:

1. _____
2. _____
3. _____

Please return this application to:

**Grace Cascade Christian Schools 855
Chevy Way
Medford, Oregon 97504
Attn: Human Resources**

Thank you for your interest in Grace Cascade Christian Schools. We pray that the Lord will make His leading clear to you as you endeavor to serve Him.