



Application for Lead & Assistant Teachers

Thank you for your interest in a position with Orchard Hills Day School. To be considered, please complete all pages of this application.

Date _____

Personal Information

Name _____
Last First Middle Maiden

Current Address _____
Street City State Zip

How long have you lived at this address? _____

Date of Birth _____

Phone Number _____ E-mail Address _____

Type of Employment Desired Full-time Part-time

What hours/days can you work? _____

When are you available to start? _____

Have you ever been convicted of a crime? _____ If yes, please explain: _____

Please note that all teachers will undergo a background check.



Orchard Hills

day school

Education

Type of School	Name of School	Location	Number of Years Completed	Degree
High School				
College				

Are you certified to teach in Virginia? _____ (Being certified is not a requirement for employment.)

Employment

Please provide your employment history for the past 5 years.

Name of employer Address Phone number	Name of supervisor	Employment dates	Pay or salary
		From To	Start End
Your last job title			
Reason for leaving (please be specific)			
Please describe the duties performed and skills used or learned.			

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Name of employer Address Phone number	Name of supervisor	Employment dates	Pay or salary
		From To	Start End
Your last job title			
Reason for leaving (please be specific)			
Please describe the duties performed and skills used or learned.			

References

Please provide three references (who are not related to you and have known you for at least 2 years).

Name	Relationship	E-mail Address	Phone number

Additional Questions

OHDS is a Christian school, so it is imperative that all of our teachers are comfortable teaching lessons from both our academic curriculum and our faith-based curriculum. Please answer the following questions concerning your views on faith and childcare.

Christianity

Briefly describe how you became a Christian: _____

How long have you been a Christian? _____

When and where were you baptized? _____

Do you feel that you are capable of leading a child or co-worker to Christ? _____ How? _____

Childcare

Briefly describe your childcare experience, as well as the age group with which you are most comfortable. In other words, do you feel equipped to teach, or would you prefer to care for infants and toddlers?

Please describe your discipline strategy for preschoolers (ages 2-4) and why you believe it is effective.

Are there any childcare duties or responsibilities that you are unable/unwilling to perform (changing diapers, preparing snacks, cleaning up spills, etc)? _____

Why do you want to work at OHDS? _____

Thank you, again, for your interest in Orchard Hills Day School! Please return this completed application to Michelle Stephenson, either by scanning it and e-mailing it to orchardhillsdayschool@gmail.com, or by mailing it to the following address:

Michelle Stephenson
Orchard Hills Day School
6032 Cloverdale Road
Roanoke, VA 24019