



## 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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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?

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

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

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Why do you want to work at OHDS? \_\_\_\_\_

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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](mailto:orchardhillsdayschool@gmail.com), or by mailing it to the following address:

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