

Inter-American School

Teacher Application

Part I: Personal Information

1. Full name (as shown on passport): _____ Name you go by (if different): _____
2. Date of birth: _____ Place of birth: _____
MM/DD/YYYY CITY/STATE/COUNTRY
3. Passport country: _____ Passport No.: _____ Passport expiration date: _____
MM/DD/YYYY
4. Social security number (or your country's equivalent): _____
5. Gender: ___ M ___ F
6. Current mailing address: _____
Permanent mailing address (if different): _____
7. Email address: _____
8. Cell phone: _____ Alternate phone (if available): _____

Part II: Family Information

1. Marital status (check all that apply): ___ single ___ married ___ widowed ___ divorced ___ remarried
2. If married, what does your spouse envision doing in Quetzaltenango? _____
3. Names & ages of dependent children: _____
4. If applicable, how do your children feel about this possible move? _____
5. If applicable, how do your parents feel about this possible move? _____

Part III: Health Information

1. *Height: _____ *Weight: _____
2. *Describe your health, along with any past or present conditions and/or injuries that may limit your ability to safely perform the duties required of this position: _____

**These questions are not required in order to be considered for the position, but are required to be considered for health insurance.*

3. Do you have any health issues that high altitude (7600' +) might affect? If so, please describe: _____

4. Have you ever suffered from or been treated for an emotional or mental illness (including depression or anxiety)? If so, please describe, including how it might affect your work: _____

Part IV: Education Information

1. Complete the following information, beginning with your high school degree and ending with your most recent degree or college credits:

School	Degree	Major	Minor	# of Credits	GPA	Date Completed

2. Do you have teaching certification? ___ Yes ___ No If so, describe here (subject area, grade levels, etc):

3. Are you ACSI certified? ___ Yes ___ No If not, are you willing to become certified within the first three years of service? (We will provide the necessary resources.) ___ Yes ___ No

Part V: Skills & Experience

1. Complete the following information about your teaching experience, starting with your most recent position:

Dates	School	Job Title (with brief description)	Name & contact information of supervisor	Reason for leaving
From: To:				
From: To:				
From: To:				
From: To:				

2. Complete the following information for any non-teaching jobs you have held in the past five years:

Dates	Place of Employment	Job Title (with brief description)	Name & contact information of supervisor	Reason for leaving
From: To:				
From: To:				
From: To:				
From: To:				

3. If there are any gaps in the chronology above, please explain here: _____

4. Describe your efforts at personal and professional development: _____

5. Describe three strengths (one personal, one professional, & one spiritual): _____

6. Describe three weaknesses (one personal, one professional, & one spiritual): _____

7. Describe your foreign language ability and/or experience (especially Spanish): _____

**Being able to communicate in Spanish is not a prerequisite for serving at IAS, however it is helpful for communicating with parents, conducting personal business in the community, and can help to free staff from over-dependence on others.*

8. Describe your travel experience: _____

9. Describe your extra-curricular activities, hobbies, community service, etc.: _____

10. Describe your proficiency with technology: _____

Will you be bringing a laptop with you? Yes, a Mac Yes, a PC
 No, but I prefer using a Mac No, but I prefer using a PC

11. Describe your perspective on the purpose of Christian education: _____

12. Describe your perspective on classroom management: _____

13. Describe your perspective on the qualities of an excellent teacher: _____

14. Describe your perspective on how to establish and maintain strong relationships with students, parents, and faculty: _____

Part VI: Spiritual Maturity

1. How long have you been born again and walking with the Lord? _____

2. What church do you attend? _____
How long have you attended? _____ How often do you attend? _____

3. Describe your devotional and prayer life: _____

4. Describe any Christian service you have been involved with: _____

5. Have you ever shared your faith with a group of people? Yes No
Would you be willing and able to share your faith with students? Yes No

6. Which Christian authors, books, pastors, and/or teachers have influenced you the most, and why? _____

Part VII: School Information

1. How did you hear about IAS? _____

2. Why do you wish to volunteer at IAS? _____

3. What do you hope to teach at IAS? Specify your top three choices for subject areas, grade levels, positions, etc: _____

4. What date could you begin at IAS? _____

5. What length of service do you expect to have at IAS? (ex. 1 year, 2-3 years, long-term, etc.) _____

6. What might be difficult for you to adjust to at IAS and/or regarding living in Guatemala? _____

Part VIII: Background Information

Please complete the following information:

	Yes	No
Have you ever pled "no contest", nolo, or guilty to a crime, or been convicted of a crime?		
Are any charges currently pending against you?		
Have you ever engaged in sexual abuse, physical abuse, or any pattern of emotional abuse or neglect of a child?		
Have you ever been the subject of a complaint, disciplinary action, or dismissal by an employer, church, ministry, or other organization following an allegation of child abuse acts?		

**A criminal background check will be required. Please email businessassistant.ias@gmail.com for the details and instructions.*

If you checked yes to any of the above, please explain here: _____

Part IX: References

Please list four people who know you well in the following areas:

Reference	Name	Relationship to you	Email Address	Phone Number
1. Professional				
2. Pastor/ church leader				
3. Personal (non-family)				
4. Family				

*Reference forms are required from the first two references (professional and pastor/church leader). Please click [here](#) for the form.

Part X: Agreements

Please initial by each statement. If there are any with which you do not agree, please leave blank and explain below.

1. Inter-American School Statement of Faith

_____ a. We believe the Bible to be the divinely inspired Word of God, and therefore infallible and authoritative.

_____ b. We believe in one personal and eternal God, who manifests Himself in three persons: Father, Son, and Holy Spirit.

_____ c. We believe in the Lord Jesus Christ, the divine Son of God: in His virgin birth, sinless life, death, resurrection, ascension, and His glorious return.

_____ d. We believe that all mankind is lost and needs the regenerating work of the Holy Spirit, who convicts of sin, leading to repentance toward God and faith in the Lord Jesus.

_____ e. We believe in the ministry and work of the Holy Spirit, who indwells all Christians and desires to fill them and make completely usable the gifts which He alone gives, enabling them to live victoriously in this world.

_____ f. We believe in the bodily resurrection of believers to eternal life and unbelievers to eternal death.

_____ g. We believe in the spiritual oneness of those who are in Christ Jesus, accepting Him as Savior and serving Him as Lord.

2. _____ I have read the [Code of Professional Conduct](#) in its entirety and would abide by all its expectations while serving at IAS.

3. _____ I have read the [Child Safety Code of Conduct](#) in its entirety and would abide by all its expectations while serving at IAS.

4. _____ I have read the [Inter-American School Mission Statement and Values](#) and would do all in my power to help fulfill that mission.

5. _____ I understand that I will be working with colleagues from several Christian fellowships and promise not to be contentious or divisive in promoting my personal doctrinal positions or those of my fellowship.

6. _____ I give permission for Inter-American School to do a criminal and/or child abuse background check on me. I also understand that I will need to obtain these background checks as part of my contractual agreements should I be hired.

If there are any statements you did not initial, please explain here: _____

The information I have provided as part of this application is, to the best of my knowledge, true and accurate.

Signature: _____ Date: _____

Part XI: Attachments

1. Autobiographical statement – This is a brief autobiographical statement that includes when and how you became a Christian, and what being a Christian and Christ mean to you.
2. Copies of transcripts
3. Copy of teacher certification, if applicable
4. Photo