



Ephrata Mennonite School  
635 Stevens Road, Ephrata, PA 17522  
717-738-4266 / [office@ephratamennonite.org](mailto:office@ephratamennonite.org)

## Application for Employment - General Application

|                  |            |              |  |
|------------------|------------|--------------|--|
| _____            | _____      | _____        | _____  |
| Last Name        | First Name | Middle       | Date of Birth  |
| _____            |            | _____        | _____  |
| Street Address   |            | Telephone    | Email Address  |
| _____            | _____      | _____        |  |
| City             | State      | Zip Code     |  |
| _____            |            | Membership?: | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Church Attending |            |              |  |

Are you separated from your spouse, divorced, remarried, or married to a divorced person? Yes  No   
If "Yes", please explain:

\_\_\_\_\_  
\_\_\_\_\_

### Employment Experience

*List all work experience, starting with the most recent.*

**Employer's Name:** \_\_\_\_\_

Employer's Address and Phone Number:

\_\_\_\_\_

Inclusive Dates (Mo./Yr. To Mo./Yr.) \_\_\_\_\_ Type of Work: \_\_\_\_\_

**Employer's Name:** \_\_\_\_\_

Employer's Address and Phone Number:

\_\_\_\_\_

Inclusive Dates (Mo./Yr. To Mo./Yr.) \_\_\_\_\_ Type of Work: \_\_\_\_\_

**Employer's Name:** \_\_\_\_\_

Employer's Address and Phone Number:

\_\_\_\_\_

Inclusive Dates (Mo./Yr. To Mo./Yr.) \_\_\_\_\_ Type of Work: \_\_\_\_\_

## Driving History (For Transportation Positions Only)

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*Please skip to the Educational Background Section if not applying for a bus or van driver position.*

Drivers License Number: \_\_\_\_\_

Do you currently have a CDL license?    Yes     No

Do you currently have a School Bus Endorsement?    Yes     No

Has any license or permit ever been suspended or revoked?    Yes     No

If you answered "Yes" to the question above, please explain:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Accident History (Past 3 Years):

Date: \_\_\_\_\_ Nature of Accident: \_\_\_\_\_

Injuries: \_\_\_\_\_

Date: \_\_\_\_\_ Nature of Accident: \_\_\_\_\_

Injuries: \_\_\_\_\_

Date: \_\_\_\_\_ Nature of Accident: \_\_\_\_\_

Injuries: \_\_\_\_\_

### Traffic Violations (Past 3 Years):

Date: \_\_\_\_\_ Location: \_\_\_\_\_

Charge: \_\_\_\_\_ Penalty: \_\_\_\_\_

Date: \_\_\_\_\_ Location: \_\_\_\_\_

Charge: \_\_\_\_\_ Penalty: \_\_\_\_\_

Date: \_\_\_\_\_ Location: \_\_\_\_\_

Charge: \_\_\_\_\_ Penalty: \_\_\_\_\_

## Educational Background

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|             | <i>Name of Institution(s)</i> | <i>Location</i> | <i>Mo./Yr.</i> |
|-------------|-------------------------------|-----------------|----------------|
| Elementary  |                               |                 |                |
| High School |                               |                 |                |
| College     | _____                         |                 |                |
| Other       | _____                         |                 |                |

## Character and Integrity Reference

When and why did you leave your last position?

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*If a "Yes" answer is given to any of the questions below, please provide an explanation on a separate piece of paper.*

Have you ever been dismissed or asked to resign from a position?    Yes     No

Have you ever been convicted of, or are you currently, charged with or under investigation for any offense involving dishonesty, breach of trust, moral turpitude, or any other type of misdemeanor or felony?    Yes     No

Have you ever been accused of child abuse?    Yes     No

Is there anything in your past that could adversely affect your ability to work with children or youth?    Yes     No

When can you begin a position, if appointed? \_\_\_\_\_

Are you under a contract at the time of making this application?    Yes                      No

For the ensuing year?    Yes                      No

Latest date by which you may resign without violating your contract? \_\_\_\_\_

May your present employer be contacted?    Yes     No     If "No", please explain below:

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Present Salary: \_\_\_\_\_                      Minimum Acceptable Salary: \_\_\_\_\_

## References

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| Name                          | Relationship | Telephone |
|-------------------------------|--------------|-----------|
| Pastor _____                  | (____)       | _____     |
| Friend (Not a relative) _____ | (____)       | _____     |
| Other (Not a relative) _____  | (____)       | _____     |

## Responses

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*You may answer these questions on a separate sheet of paper.*

Write a brief spiritual autobiography. How did you come to be a follower of Jesus? How are you building His kingdom? What challenges and victories have you had in your walk?

Write any additional comments, questions or experiences that you would like to communicate as part of this application process.

## Certification

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I give the school and its designated representative's permission to contact previous employers and references named in this application and to investigate the information I have provided as deemed appropriate. I release the school and its representatives from any liability for doing so.

I certify that all answers given by me are true, accurate, and complete. I understand that the falsification, misrepresentation, or omission of fact on this application (or any other accompanying documents) will be cause for denial of employment or immediate termination of employment, regardless of when or how it was discovered.

Are you willing to be guided by the board of trustees and the administration of the school?  
Yes  No

I have read and am in support of the Mission Statement, the Philosophy of Education, the 1963 Mennonite Confession of Faith, and the Position Statements of Ephrata Mennonite School (See documents below).  
Yes  No

If there are any exceptions, please explain:

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

**Please send this application to the attention of the Front Office.**

## Mission Statement

Ephrata Mennonite School partners with parents and churches to challenge students to become citizens of the Kingdom of God, who are Lifelong Learners and Team Players, through Diligent Work, and Academic Excellence.

### Philosophy Statement

Ephrata Mennonite School seeks to prepare students for service in the Kingdom of Jesus Christ. It is our goal that students will allow Scripture, as understood from an Anabaptist perspective, to be their guide for life. Recognizing each child is uniquely created and gifted by God, Ephrata Mennonite School partners with parents and churches believing that:

- Development of Christian character is most effectively achieved when home, church, and school consistently model Christian character and shared values.
- Foundational to a life of Christian service is a life dedicated to following Jesus as His disciple and a growing relationship with God. In keeping with the Anabaptist understanding of Scripture, students will learn that passages, such as Jesus' Sermon on the Mount, are meant to guide daily living rather than being unattainable ideals. The school partners with parents in training and instructing their children in the Lord with the goal of developing committed followers of Christ who will demonstrate godly behavior in every area of life.
- The Bible is to be central in a Christian's life and, therefore, connections will be made between Kingdom values and subject area curriculum when appropriate.
- Conduct in all situations should be in harmony with the teachings of Scripture. The school aims to instill self-discipline, a strong work ethic, and a spirit of cooperation in children with the goal of displaying a testimony of their faith to the world.
- A holistic education addresses the spiritual, cognitive, social, emotional, and physical aspects of each child.
- Each child, as a unique creation of God, has potential that flourishes when it is identified and nurtured.
- Children develop self-worth as they gain an understanding of what God desires for them to do to further His Kingdom.
- A relevant education equips students with skills to serve their local churches and communities and respond to future challenges in ways that utilize peacemaking and mutual sharing to achieve community strengthening results.

*The fear of the Lord is the beginning of wisdom: and the knowledge of the holy is understanding.*

*-Proverbs 9:10*

**Ephrata Mennonite School is accredited by Middle States Association of Colleges & Schools and a member of Middle Atlantic Christian Schools Association.**



## Statement of Faith

*This is a condensed version of the confession of faith adopted by Mennonite General Conference in 1963 at Johnstown, PA. See the full version of the 1963 Mennonite Confession of Faith for more detailed information and supporting Scriptures.*

1. We believe in one God eternally existing as Father, Son, and Holy Spirit.
2. We believe that God has revealed Himself in the Scriptures of the Old and New Testaments, the inspired Word of God, and supremely in His Son, the Lord Jesus Christ.
3. We believe that in the beginning, God created all things by His Son. He made man in His divine image with free will, moral character, and a spiritual nature.
4. We believe that man fell into sin, bringing depravity and death upon the race; that as a sinner, man is self-centered and self-willed, unwilling and unable to break with sin.
5. We believe that there is one Mediator between God and men, the man Christ Jesus, who died to redeem us from sin and arose for our justification.
6. We believe that salvation is by grace through faith in Christ, a free gift bestowed by God on those who repent and believe.
7. We believe that the Holy Spirit convicts of sin, affects the new birth, gives guidance in life, empowers for service, and enables perseverance in faith and holiness.
8. We believe that the church is the body of Christ, the brotherhood of the redeemed, a disciplined people obedient to the Word of God, and a fellowship of life, intercession, and healing.
9. We believe that Christ commissioned the church to go into the entire world making disciples of all the nations and ministering to every human need.
10. We believe it is the will of God that there should be ministers to teach the Word, to serve as leaders, to administer the ordinances, to lead the church in the exercise of discipline, and to serve as pastors and teachers.
11. We believe that those who repent and believe should be baptized with water as a symbol of baptism with the Spirit, cleansing from sin, and to declare their commitment to Christ.
12. We believe that the church should observe the communion of the Lord's Supper as a symbol of His broken body and shed blood and of the fellowship of His church until His return.
13. We believe in the washing of the saints' feet as a symbol of brotherhood, cleansing, and service, and also in giving the right hand of fellowship and the holy kiss as symbols of Christian love.
14. We believe that God has established unique roles for man and woman, symbolized by man's bared head in praying and prophesying and by woman's veiled head.
15. We believe that Christian marriage is intended by God to be the union of one man and one woman for life and that Christians shall marry only in the Lord.
16. We believe that Christians are not to be conformed to the world but should seek to conform to Christ in every area of life.
17. We believe that Christians are to be open and transparent in life, ever speaking the truth, and employing no oaths.
18. We believe that it is the will of God for Christians to refrain from force and violence in human relations and to show Christian love to all men.
19. We believe that the state is ordained of God to maintain order in society and that Christians should honor rulers, be subjects to authorities, witness to the state, and pray for governments.
20. We believe that at death, the unsaved enter into everlasting punishment and the saved into conscious bliss with Christ, who is coming again and will raise the dead, sit in judgment, and bring in God's everlasting kingdom.

## Position Statements

### Statement on Christian Marriage, Gender, and Sexuality

- We believe that marriage is an institution ordained of God from Creation. It is God's sole design that a man should leave his father and mother and cleave to his wife and become one flesh in love and mutual submission. It is His will that marriage be a pure, exclusive union between one man and one woman for life, beautifully reflecting the relationship between Christ and His Church. Any other definition of marriage, including the remarriage of a divorced person, is a counterfeit and contrary to the Word of God. (Genesis 2:24, Mark 10:2-12, Romans 7:1-3 Ephesians 5:21-33)
- We believe that God has fearfully and wonderfully made each person in His image as distinctly either a male or a female. By rejecting one's biological gender, a person is in turn rejecting the image of God he or she bears and the person He created them to be. (Genesis 1:27, Psalm 139:14, Mark 10:6)
- We believe that physical intimacy is designed by God to occur only between a man and a woman who are united together in the bonds of Christian marriage, and any physical intimacy occurring outside of this covenant is contrary to the commands of God in scripture. Therefore, we believe that any form of sexual immorality (adultery, fornication, homosexual or bisexual conduct, bestiality, incest, and the use of pornography) is sinful and therefore an abomination to God. We reject any action or statement that would imply compatibility between Christian conduct and sexual immorality of any kind. (Matthew 5:18-20, I Corinthians 6:9-10, 18, 7:2-5 Hebrew 13:4)
- We believe that God, in His infinite mercy, offers redemption and forgiveness to all who confess and forsake their sin and in turn seek His mercy and forgiveness through Jesus Christ. The same redemption that is available for all sinners includes the sexually immoral. (John 3:16, 8:3-11, Acts 3:19, Romans 10:9-10, I Corinthians 6:9-11)
- We believe that each individual must be shown kindness, respect, compassion, and love. Therefore, any form of hateful or harassing behaviors, attitudes, or speech toward any person are to be renounced because they are not in line with Scripture and therefore against the doctrines of Ephrata Mennonite School. (Mark 12:28-31, Luke 6:31, I John 4:8)
- We believe that in order to further the mission of Ephrata Mennonite School, and to provide a biblical role model to our students and community, it is required that all persons employed by Ephrata Mennonite School in any capacity, serve as volunteers, attend as students, or are patrons agree to abide by and adhere to this Statement on Marriage, Gender, and Sexuality. (Matthew 5:16, Philippians 2:14-16, I Thessalonians 5:22)

### Statement on the Sanctity of Human Life

- We believe that all human life is created in the image of God with a living soul. Therefore, human life is of immeasurable value in all of its forms, including unborn babies, the elderly, the physically or mentally disabled, and any other condition or stage from the time of conception until natural death. As followers of Christ, we are compelled to defend, protect, and value all human life. (Genesis 1:26-27, 2:7, Psalm 139)

### Final Authority for Matters of Belief and Conduct

- The 1963 Mennonite Confession of Faith and following Position Statements do not contain the entirety of the beliefs of Ephrata Mennonite School. We hold the Bible itself as the sole inspired and trustworthy Word of God, and therefore it speaks with final authority concerning truth, morality, and the proper conduct of mankind. For purposes of Ephrata Mennonite School's faith, doctrine, practice, policy, and discipline, our Pastoral Advisors are Ephrata Mennonite School's final interpretive authority on the Bible's meaning and application for our organization.