



# ANKENY CHRISTIAN ACADEMY

1604 W 1<sup>st</sup> Street  
Ankeny, IA 50023-2525  
515-965-8114  
Fax-515-965-8210

www.ankenychristianacademy.org

## Coaching Application

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Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip Code

Email \_\_\_\_\_ Date you are available to start \_\_\_\_\_

\_\_\_\_\_ Iowa Coaching Endorsement OR \_\_\_\_\_ Iowa Coaching Authorization

Iowa Folder Number: \_\_\_\_\_

Coaching Position Desired \_\_\_\_\_

I affirm that I am either a U.S. Citizen \_\_\_\_\_ or an alien legally authorized to work in the U.S. \_\_\_\_\_ (Check One)

## Past Coaching Experience

**Please start with the most recent.**

School \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

School \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

School \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

School \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

## Personal References

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List three who can speak to your coaching abilities. Do not list relatives.

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ How long have you known this person? \_\_\_\_\_

Email address: \_\_\_\_\_ Relationship: \_\_\_\_\_

## Personal References (continued)

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Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ How long have you known this person? \_\_\_\_\_

Email address: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_ How long have you known this person? \_\_\_\_\_

Email address: \_\_\_\_\_ Relationship: \_\_\_\_\_

## Eligibility

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Do you hold a CPR/First Aid Certification? \_\_\_\_\_ Yes \_\_\_\_\_ No

What is the expiration date of your certification? \_\_\_\_\_

I have read Ankeny Christian Academy's Statement of Faith (available on ACA's website) and fully agree without any reservation. Yes \_\_\_\_\_ No \_\_\_\_\_

Church currently attending \_\_\_\_\_ Member? \_\_\_\_\_

Years of attendance \_\_\_\_\_ Pastor's name \_\_\_\_\_

Church phone number \_\_\_\_\_ Church email address \_\_\_\_\_

## Employment Questionnaire

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State your philosophy of coaching.

Share your Christian testimony in writing.

Write your biggest strength.

State one personal weakness.

What is a characteristic you have that allows you to state that you are a successful coach?

What do you feel is the most effective way to communicate with parents? Please give an example.

Write a description of your last season record.

Explain your understanding of the inspiration of Scripture.

In completing this questionnaire and returning it to Ankeny Christian Academy, I:

- Verify that the information that I have provided in this application is true.
- Give permission to Ankeny Christian Academy to contact any former employers or references listed in this application.
- Understand that giving false information, if hired, can lead to termination of employment.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Ankeny Christian Academy will not discriminate on the basis of gender, race, color or ethnic origin in the hiring of its certified teachers or non-certified personnel.

## The Application Process – Part II

### Declaration of Moral Integrity

Our school expects all of its employees and its volunteers with unsupervised access to children to model the same Christian values and lifestyle that it seeks to inculcate in its students. As an applicant for a ministry position as an employee or as a volunteer at this school, I (print name) \_\_\_\_\_ recognize, understand, and agree to live by the Christian moral standards of the school.

I declare that during the past two years I have not engaged in, at the current time I am not engaging in, and promise that I will not during the term of my employment or volunteering, engage in inappropriate sexual conduct. Inappropriate conduct includes, but is not limited to, such behaviors as the following: heterosexual activity outside of marriage (e.g., premarital sex, cohabitation, extramarital sex), homosexual or lesbian sexual activity, sexual harassment, use or viewing of pornographic material or websites, or sexual abuse or improprieties toward minors as defined by Scripture and federal or state law.

I declare that the above statement is factual and true. My signature below indicates that I meet the moral integrity standards and Christian role model lifestyle requirements of this Christian school.

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Applicant's signature

Date

“Honor marriage, and guard the sacredness of sexual intimacy between wife and husband. God draws a firm line against casual and illicit sex.” Hebrews 13:4 The Message

“A pupil is not superior to his teacher, but everyone (when he is) completely trained-readjusted, restored, set to rights, and perfected-will be like his teacher.” Luke 6:40 The Amplified Bible

## Authorization to Release Information Form

Note: Submitting an incomplete or illegible form may delay the background check results.

I hereby AUTHORIZE and request any law enforcement agency to furnish bearer with criminal history and identity check information in their possession regarding me in connection with my employment in a critical position. I am willing that a photocopy of this authorization be accepted with the same authority as the original. I understand this AUTHORIZATION is to be part of the written employment application which I sign.

I understand that ACA requires background checks for the purpose of evaluating me for employment with additional periodic checks should I be employed at Ankeny Christian Academy. I also understand that any misrepresentation, falsification, or omission of facts herein may be grounds for disqualification, release, or dismissal.

**PRINT NAME:** \_\_\_\_\_

Last First Middle

**DATE OF BIRTH:** \_\_\_\_\_

**OPTIONAL (REQUIRED  
UPON JOB OFFER)** \_\_\_\_\_

**SOCIAL SECURITY #:** \_\_\_\_\_

**HOME PHONE #:** \_\_\_\_\_

**BUSINESS PHONE #:** \_\_\_\_\_

**OTHER NAMES YOU HAVE USED  
(INCLUDING MAIDEN NAME):** \_\_\_\_\_

*Current Address:* \_\_\_\_\_

Street Number & Name

City

State

Zip

How Long?

*Have you been background checked at the Ankeny Christian Academy previously?*

YES \_\_\_\_\_ NO \_\_\_\_\_

*If yes, please note date (approximate):* \_\_\_\_\_

**SINCE YOUR 18<sup>TH</sup> BIRTHDAY, HAVE YOU BEEN CONVICTED OF A FELONY OR FELONY-REDUCED-TO MISDEMEANOR CONVICTION BY ANY COURT? YOU MAY OMIT CONVICTION OF A MISDEMEANOR WHILE UNDER AGE 18 IF THE RECORD WAS SEALED UNDER PENAL CODE 1203.45, MINOR TRAFFIC VIOLATIONS FOR WHICH THE FINE IMPOSED WAS \$400.00 OR LESS, OR ANY OFFENSE THAT WAS FINALLY SETTLED IN JUVENILE COURT OR REFERRED TO THE YOUTH AUTHORITY. YES \_\_\_\_\_ NO \_\_\_\_\_**

*If yes, please indicate date, location and explanation:*

**HAVE YOU EVER BEEN CONVICTED OF A CRIME UNDER ANOTHER NAME?**

YES \_\_\_\_\_ NO \_\_\_\_\_

**IF YES, STATE NAME:**

*Complete driver's license information only if this position requires that you drive a motor vehicle.*

**DRIVER'S LICENSE INFORMATION:**

License number

Expiration Date

State of Issue

### PRIVACY NOTICE

The principal purpose for requesting the information on this form is to conduct background checks on individuals selected for critical positions. ACA policy and federal statute authorize the maintenance of this information.

Furnishing all information requested on this form is mandatory. Failure to provide such information shall result in a determination that the applicant is ineligible for employment or not appropriate for reassignment.

I hereby certify that all statements on this application are true and correct to the best of my knowledge and belief. I understand that the Ankeny Christian Academy solicits this information so as to be informed of my previous record and character. I understand that my employment with Ankeny Christian Academy depends upon successful completion of a criminal background investigation. If employed, I understand that any falsification, misrepresentation or omission of facts of this record may be considered cause for release or dismissal.

**APPLICANT SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_