

**St. Mary Academy-Bay View**  
**3070 Pawtucket Avenue, Riverside, RI 02915**  
**Telephone: (401) 434-0113**



### Employment Application - Faculty

**PERSONAL INFORMATION:**

NAME \_\_\_\_\_

OTHER NAME UNDER WHICH EMPLOYMENT/ACADEMIC RECORDS MAY BE LISTED

\_\_\_\_\_

ADDRESS \_\_\_\_\_ Home Telephone: ( ) \_\_\_\_\_  
 (Number) (Street)

\_\_\_\_\_ Work Telephone : ( ) \_\_\_\_\_  
 (City) (State) (zip)

SOCIAL SECURITY \_\_\_\_\_ ELIGIBLE TO WORK IN THE US? \_\_\_\_\_

APPLICATION FOR: ELEMENTARY \_\_\_\_\_ MIDDLE \_\_\_\_\_ SECONDARY \_\_\_\_\_

RELIGION \_\_\_\_\_ PASTOR \_\_\_\_\_

PARISH \_\_\_\_\_ CITY/STATE \_\_\_\_\_

When will you be available for a teaching position? \_\_\_\_\_ Are you also interested in substitute teaching? \_\_\_\_\_

**EDUCATION:** (Please complete or attach resume.)

COLLEGE/UNIVERSITY ATTENDED:

Name of School	Location	Dates Attended	Year of Graduation	Degree	Major	Minor

Are you currently doing graduate work? \_\_\_\_\_ Pursuing a Masters Degree? \_\_\_\_\_

Supervised Student Teaching: Elementary \_\_\_\_\_ Middle \_\_\_\_\_ Secondary \_\_\_\_\_ Number of Weeks \_\_\_\_\_ College/University \_\_\_\_\_

Name of Supervising Teacher & School \_\_\_\_\_

Are you certified? \_\_\_\_\_ State \_\_\_\_\_ Type of Certificate \_\_\_\_\_ Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Subjects/Grades Qualified to Teach: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

What innovative programs have you had experience in? \_\_\_\_\_

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EXPERIENCE: (This section must be completed if not included on resume.)

EDUCATIONAL: (List most recent first.)

School	Grade/Subject Taught.	Dates	Salary	Principal's Name/Phone

List Places of Employment Not in Education: (This section must be completed if not included on resume. List most recent first.)

Name of Institution	Position	Dates	Salary	Supervisor's Name/Phone

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REFERENCES: (This section must be completed if not included on resume.)

List the individuals whom you will ask to submit recommendations: Pastor, employer, colleague. References should have knowledge of your professional preparation and experience.

Name	Position	Address	Phone

1.) Have you been convicted of a crime involving moral turpitude or any other criminal act which would disqualify you for a position in education? **(Circle one.) YES NO**

"What makes the Catholic school distinctive is its attempt to generate a community climate in the school that is permeated by the Gospel spirit of freedom and love... It tries to relate all human culture to the goodness of salvation so that the light of faith will illumine everything that the students will gradually come to learn about the world, about life, and about the human person" (Second Vatican Council, Declaration on Christian Education).

2.) Schools in the Diocese of Providence advocate and promote a Catholic philosophy of life, attempt to create a Christian atmosphere in the schools, and teach a Christian value system. All are expected to participate in creating and maintaining a Christian atmosphere and in promoting Christian values. Are you willing to accept these expectations and do you feel capable of functioning effectively in this situation? **(Circle one.) YES NO**

Because of the religious nature of Catholic Schools, in all cases, the lifestyle, philosophy, and beliefs of an applicant will be considered and are expected to be consistent with the teachings and beliefs of the Catholic Church. In addition, all Catholic applicants are expected to be in good standing with the Church: E.G., Roman Catholics not married according to the laws of the Roman Catholic Church are not eligible to teach in a Catholic school; likewise, persons baptized in the Roman Catholic Church who are now members of another church are not eligible to teach in a Catholic School. (Appendix 0, item # 10 of Diocesan Policies and Regulations)

I certify that all information furnished on this application is true, accurate and complete to the best of my knowledge and that any falsification, omission, or misrepresentation of information by me will be sufficient cause for rejection of my application and/or termination of my employment.

I authorize St. Mary Academy-Bay View to investigate all statements contained in this application, and release all employers, schools and other references listed on this application from any liability involved in providing this information.

Please Note: Do not sign this form unless you have answered Questions 1 and 2 above.

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*Signature of Applicant*

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*Date*

On the reverse side of this page or on a separate page, please write a paragraph on each of the following: Philosophy of Education, reasons for interest in employment at St. Mary Academy-Bay View and the key elements of your spirituality.

In employment practices, Catholic schools within the Diocese of Providence do not discriminate on the basis of sex, race, color, nationality or ethnic origin, handicaps, age or ancestry.

Please note that application documents are gathered for the exclusive use of St. Mary Academy- Bay View. Neither the application nor the supporting documents will be sent to anyone else, even at the applicant's request.

No application will be considered active unless it is complete and all required documents have been received. Neither a completion of the application process nor consideration for a position by the principal is a guarantee of nor a commitment to employment.

Statement of Philosophy of Education.

Statement of reasons for interest in employment with St. Mary Academy-Bay View.

Briefly describe three key elements of your spirituality.