

Application for Instructional Position

PLEASE TYPE OR PRINT

<p>Return to:</p> <p>School Union #29 1146 Maine Street Poland, Maine 04274</p>	<p>Application form fully completed Copies of transcript(s) References (5) Copy of Maine Certification(s) YES to any questions in the background section explained Background check Application signed Screener Interview by _____ Date: _____</p> <p style="text-align: right; font-size: 1.5em; font-weight: bold; opacity: 0.5;">OFFICE USE ONLY</p> <p>High Rec Rec Cond Do not Rec</p>
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PERSONAL INFORMATION									
LAST NAME		FIRST NAME		MIDDLE		SOCIAL SECURITY NUMBER		DATE	
CONTACT ADDRESS (NUMBER/STREET/P.O. BOX)			CITY			STATE		ZIP CODE	
PERMANENT ADDRESS (NUMBER/STREET/P.O. BOX)			CITY			STATE		ZIP CODE	
CONTACT TELEPHONE		PERMANENT TELEPHONE							
CURRENT POSITION - TITLE		IMMEDIATE SUPERVISOR		CITY & STATE		TELEPHONE			
POSITION DESIRED						DATE AVAILABLE FOR EMPLOYMENT			
LEVEL DESIRED – CHECK ALL THAT APPLY									
<input type="checkbox"/> KINDERGARTEN		<input type="checkbox"/> ELEMENTARY (1-3)		<input type="checkbox"/> INTERMEDIATE (4-6)		<input type="checkbox"/> MIDDLE (7-8)		<input type="checkbox"/> SECONDARY (9-12)	
EDUCATIONAL BACKGROUND									
NAME OF COLLEGE/UNIVERSITY ATTENDED		NUM. OF YRS. ATTENDED		DEGREE EARNED		MAJOR		MINOR	
LOCATION OF COLLEGE/UNIVERSITY						SEM. HRS	GPA	SEM. HRS	GPA
NAME OF COLLEGE/UNIVERSITY ATTENDED		NUM. OF YRS. ATTENDED		DEGREE EARNED		MAJOR		MINOR	
LOCATION OF COLLEGE/UNIVERSITY						SEM. HRS	GPA	SEM. HRS	GPA
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LOCATION OF COLLEGE/UNIVERSITY						SEM. HRS	GPA	SEM. HRS	GPA
NAME OF COLLEGE/UNIVERSITY ATTENDED		NUM. OF YRS. ATTENDED		DEGREE EARNED		MAJOR		MINOR	
LOCATION OF COLLEGE/UNIVERSITY						SEM. HRS	GPA	SEM. HRS	GPA
If you received your most recent degree more than three years ago, how many college/university semester hours have you earned in the last three years? _____. Please provide all transcripts, including grades, from all colleges and universities attended.					Number of semester hours in: Reading (for candidates holding k-8 endorsements) _____ Math (for candidates holding k-8 endorsements) _____ Special Education (for all candidates) _____				

CERTIFICATION					
TYPE OF CERTIFICATION	LEVEL	ENDORSEMENT	VALIDATION DATE	EXPIRATION DATE	STATE
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PRACTICE TEACHING / INTERNSHIPS				
SCHOOL	GRADES	SUPERVISING TEACHER	UNIVERSITY SUPERVISOR	WEEKS
CITY & STATE	SUBJECTS			
SCHOOL	GRADES	SUPERVISING TEACHER	UNIVERSITY SUPERVISOR	WEEKS
CITY & STATE	SUBJECTS			

SUBSTITUTE TEACHING (LIST MOST RECENT FIRST)			
SCHOOL	PRINCIPAL'S NAME	GRADES	TOTAL DAYS (EACH YEAR)
CITY & STATE		SUBJECT	
SCHOOL	PRINCIPAL'S NAME	GRADES	TOTAL DAYS (EACH YEAR)
CITY & STATE		SUBJECT	
SCHOOL	PRINCIPAL'S NAME	GRADES	TOTAL DAYS (EACH YEAR)
CITY & STATE		SUBJECT	

CO-CURRICULAR ACTIVITIES (LIST MOST RECENT FIRST)				
SCHOOL	IMMEDIATE SUPERVISOR	ACTIVITY	POSITION/TITLE	TOTAL YEARS
CITY & STATE				
SCHOOL	IMMEDIATE SUPERVISOR	ACTIVITY	POSITION/TITLE	TOTAL YEARS
CITY & STATE				
SCHOOL	IMMEDIATE SUPERVISOR	ACTIVITY	POSITION/TITLE	TOTAL YEARS
CITY & STATE				

How many activities have you directed in the last two years? _____	List activities you are capable and willing to direct.
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REGULAR TEACHING EXPERIENCE

List every teaching experience with the most recent first. Use additional pages if necessary.

SCHOOL	PRINCIPAL'S NAME	GRADES	FROM MM/YY	TO MM/YY	REASON FOR LEAVING
CITY & STATE		SUBJECTS			
SCHOOL	PRINCIPAL'S NAME	GRADES	FROM MM/YY	TO MM/YY	REASON FOR LEAVING
CITY & STATE		SUBJECTS			
SCHOOL	PRINCIPAL'S NAME	GRADES	FROM MM/YY	TO MM/YY	REASON FOR LEAVING
CITY & STATE		SUBJECTS			

Number of years teaching experience: Public School: _____ Private School: _____

Please account for any gaps in experience on a separate sheet of paper:

How many months have you taught in the last two academic years? _____

Have you obtained a continuing contract in another school district? Yes No

Are you presently under contract with another school district? Yes No

If the answer to the last question is NO and you have been under contract within the last twelve months, please explain:

ADMINISTRATIVE EXPERIENCE (LIST MOST RECENT FIRST)

SCHOOL	IMMEDIATE SUPERVISOR	POSITION/TITLE	FROM MM/YY	TO MM/YY	REASON FOR LEAVING
CITY & STATE					
SCHOOL	IMMEDIATE SUPERVISOR	POSITION/TITLE	FROM MM/YY	TO MM/YY	REASON FOR LEAVING
CITY & STATE					
SCHOOL	IMMEDIATE SUPERVISOR	POSITION/TITLE	FROM MM/YY	TO MM/YY	REASON FOR LEAVING
CITY & STATE					

Have you held an administrative position during the past twelve months? Yes No

OTHER WORK EXPERIENCE

FIRM OR AGENCY	ADDRESS	DUTIES	IMMEDIATE SUPERVISOR	TOTAL YEARS	REASON FOR LEAVING
	CITY & STATE				
FIRM OR AGENCY	ADDRESS	DUTIES	IMMEDIATE SUPERVISOR	TOTAL YEARS	REASON FOR LEAVING
	CITY & STATE				
FIRM OR AGENCY	ADDRESS	DUTIES	IMMEDIATE SUPERVISOR	TOTAL YEARS	REASON FOR LEAVING
	CITY & STATE				

MILITARY EXPERIENCE			
BRANCH OF SERVICE	HIGHEST RANK	DUTIES	TOTAL YEARS

REFERENCE INFORMATION				
Please list five persons possessing knowledge of personal (maximum of two) and professional competence to provide reference information about you with respect to the position or positions for which you have applied:				
1	NAME	TITLE	COMPLETE ADDRESS	TELEPHONE
2	NAME	TITLE	COMPLETE ADDRESS	TELEPHONE
3	NAME	TITLE	COMPLETE ADDRESS	TELEPHONE
4	NAME	TITLE	COMPLETE ADDRESS	TELEPHONE
5	NAME	TITLE	COMPLETE ADDRESS	TELEPHONE

HONORS AND SKILLS
Please list any awards/honors that would improve your candidacy for desired position(s):
Scholastic _____
Professional _____
Community _____

Please list any training, skills, or language proficiency that would improve your candidacy for desired position(s):

BACKGROUND INFORMATION	
Have you ever been disciplined, discharged, or asked to resign from a prior position?	Yes No
Have you ever resigned from a prior position after a complaint has been received against you or your conduct was under investigation or review?	Yes No
Has your contract in a prior position ever been non-renewed?	Yes No
Have you ever not been nominated for re-employment in a prior position or ever had your nomination for re-employment not be approved?	Yes No
Have you ever been charged with or investigated for sexual abuse or harassment of another person?	Yes No
Have you ever entered a plea of guilty or "no contest" (nolo contendere) to any crime (other than a minor traffic offense)?	Yes No
Have you ever been convicted of a crime, other than a minor traffic offense?	Yes No
Have you ever had a professional license or certificate suspended or revoked in any state, or have you ever voluntarily surrendered, temporarily or permanently, a professional license or certificate in any state?	Yes No
Has any court ever deferred, filed, or dismissed proceedings without a finding of guilty and required you to pay a fine, penalty, or court costs and/or imposed a requirement as to your behavior or conduct for a period of time in connection with any crime (other than a minor traffic offense)?	Yes No
If you answered YES to any of the previous questions, provide full details on an additional sheet(s) including, with respect to court actions, the date, offense in question and the address of the court involved. Conviction or other disposition of a crime is not necessarily an automatic bar to employment.	

SHORT ANSWER NARRATIVE	
DIRECTIONS: Please answer each of the questions given below in the space provided.	
1	What do you want to accomplish as a teacher?

2	How will (do) you go about finding out about students' attitudes and feelings about your class?
3	An experienced teacher offers you the following advice: "When you are teaching, be sure to command the respect of your students immediately and all will go well." How do you feel about this?
4	How do you decide what it is that should be taught in your class?
5	A parent comes to you and complains that what you are teaching his child is irrelevant to the child's needs. How would you respond?
6	What do you think will (does) provide you the greatest pleasure in teaching?
7	When you have some free time, what do you enjoy doing the most?
8	How do you find out those things at which students are good?

SHORT ANSWER NARRATIVE (CONTINUED)

9	Would you rather try a lot of way-out teaching strategies or would you rather try to perfect the approaches, which work best for you? Explain your position.

10	Do you like to teach with an overall plan in mind for the year, or would you rather just teach some interesting things and let the process determine the results? Explain your position.
11	A student is doing poorly in your class. You talk to her and she tells you that she considers you to be the poorest teacher she has ever met. What would you do?
12	If there were absolutely no restrictions placed upon you, what would you most want to do in life?

SIGNATURE

My signature below constitutes authorization to check my employment history, including without limitation, criminal arrest and conviction record checks, reference checks, and release of investigatory information possessed by any state, local, or federal agency. I further authorize those persons, agencies, or entities that School Union #29 contacts in connection with my employment application to fully provide School Union #29 any information on the matters set forth above. I expressly waive in connection with any request for or provision of such information, any claims, including without limitation, defamation, emotional stress, invasion of privacy, or interference with contractual relations that I might otherwise have against School Union #29, its agents or officials, or against any provider of such information.

I understand that information submitted in and with this application may be disclosed to a screening and/or interview committee, which may include school committee members, administrators, other staff, and members of the community. I give my consent to this disclosure.

Signature: _____ Date: _____

NOTICE: All application materials become the property of School Union #29. None will be returned. Providing any false or misleading information on this application or employment screening process shall be fully sufficient grounds to refuse to employ the applicant or, if the applicant has been employed, to immediately dismiss the application/employee.

EOE

Fingerprinting Required.

School Union #29 does not discriminate in the operation of its educational and employment policies and will honor all appropriate laws relative to discrimination.