

# **2022-2023 APPLICATION FOR EMPLOYMENT**

## **EAST HILL BAPTIST WEEKDAY CHILDREN'S MINISTRY**

Applicants, please read the following information carefully before completing the application. These positions are temporary and seasonal and provide no benefits.

### **OUR MISSION:**

We are dedicated to following Christ's example of ministry through faithful discipleship, Christian fellowship, and spiritual worship. If you would like to apply here, it is important for you to know that this program is a ministry of East Hill Baptist Church and is not just a job. Please pray carefully and take very seriously your decision to submit an application to East Hill Baptist Weekday Children's Ministries. The children you will lead through after school range from Pre-K through 8<sup>th</sup> grade. The children are divided into groups and led to various camp activities by their Group Leader.

### **We will be hiring the following:**

Group Leaders, Grades PreK-8<sup>th</sup>

### **BASIC REQUIREMENTS FOR A POSITION**

#### **CHRISTIAN:**

The VII of the Civil Rights Act provides a hiring exception, which allows us to require religious qualifications in order to be considered for or offered a position in this church ministry. We hire professing Christians who are active and committed to a Christian church. Employees must be willing to teach Christian principles as approved by the Program Administration of East Hill Baptist Church. Employees may be called upon to give their testimony describing their decision to accept Jesus Christ as their personal Savior. All employees will be expected to display an appropriate attitude for working in a Christian environment and a willingness to minister to the children and fellow staff.

#### **AVAILABILITY:**

Be available to work August 10<sup>th</sup>-May 25<sup>th</sup> between the hours of 2:30-6:00 (Staff will be assigned specific shifts at training.) There will be a mandatory training and staff will be notified in advance of the dates.

#### **STATE REQUIREMENTS:**

Applicants must be willing to meet all state requirements to work with children. If you are offered employment here, you will not be officially hired or allowed to start work until Level 2 background screening has cleared.

The new law prohibits child care programs from hiring anyone into the role of child care personnel, as defined in Section 402.305, Florida Statutes that has not cleared a Level 2 background screening. Cleared screening results for all child care personnel, which include volunteers working over 10 hours per month, must be received prior to the hiring and placement of the individual in a caretaker role in the child care program.

All staff are required to become First Aid & CPR Certified in the first 30 days. Staff must pass tests for 40-hours of DCF training within the first year of working at East Hill Weekday Children's Program.

**\*\*\*Applicants will be contacted if hired.**

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## EAST HILL BAPTIST WEEKDAY CHILDREN'S MINISTRY

Name: \_\_\_\_\_ Male or Female: \_\_\_\_\_

Cellular Phone/Provider: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ T-Shirt Size: \_\_\_\_\_ (S-5X)

Local Mailing Address: \_\_\_\_\_ Zip: \_\_\_\_\_

Email address: \_\_\_\_\_ SSN: \_\_\_\_\_

Means of Transportation: \_\_\_\_\_

All instructors and Group Leaders must be at least 18 years of age.

Please write the position applying for in order of preference (see positions listed near top of application cover page).

Please list three:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

If applying for group leader, which grade would you prefer? \_\_\_\_\_

Your Grade or education completed at time: \_\_\_\_\_

School or college attending: \_\_\_\_\_

College or university graduated from: \_\_\_\_\_ Degree earned: \_\_\_\_\_

### List paid jobs you have held:

<u>Position</u>	<u>Dates</u>	<u>Employer</u>	<u>Supervisor</u>	<u>Phone #</u>

List any other experience you have working with children or in recreation. Also, list any special skills or activities you feel qualified to teach.

\_\_\_\_\_

\_\_\_\_\_

Member of what church: \_\_\_\_\_ Where: \_\_\_\_\_

Local church you are currently involved in: \_\_\_\_\_

Name of Pastor: \_\_\_\_\_ Phone #: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_

How did you find this job? : \_\_\_\_\_

I have read the cover sheet and understand the basic requirements for employment in the East Hill Baptist Weekday Children's Ministries. I further understand that specific duties and detailed requirements of my job will be explained if I am accepted. I realize that I am applying to serve in a Christian Ministry of East Hill Baptist Church. As a part of this ministry, I will be called to share the gospel of Jesus Christ.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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Briefly describe below how you came to know Jesus Christ as your personal Savior and list any church activities you are involved in currently.

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Please list at least 2 references other than relatives that have known you at least two years:

Name _____	Name _____
Position _____	Position _____
Address _____ _____	Address _____ _____
Telephone (____) _____	Telephone (____) _____

Do you foresee any conflicts with working from August 10<sup>th</sup> -May 24<sup>th</sup>? **Please note that you will be expected to work the entirety of the LCS school year.** Please circle: **YES** or **NO**

Do you foresee any conflicts with working the hours of 2:30pm-6:00pm? Please circle: **YES** or **NO**

If you answered **YES** to either question, please take the time to write the dates on the back that you will need off. **Keep in mind the number of days you request off will affect the decision of your employment.** This does include school schedules as well. Any additional time is not always guaranteed once an application has been processed.

*East Hill Baptist Weekday Children's Ministries is a wonderful working environment.  
We appreciate your interest in working with us.*

*\*dates for closures & All Day Recs are subject to change due to any changes in LCS Calendar.*

# 2022-2023 East Hill Weekday Before/After School Program Calendar

*\*Dates for closures & All Day Recs are subject to change due to any changes in LCS Calendar.*

Important dates for the program: All Day Rec, Holidays, closures, & more.  
Please post this on your fridge.

## IMPORTANT DATES

August 10, 2022	First Day of Before/After School
December 16, 2022	Last Day of Before/After School (before Winter Break Camp)
January 4, 2023	Before/After School Back Open
March TBD	In-House SDC Registration (only current PreK/ASP families)
TBD	SDC Pre-Registration
May 22-24, 2023	Early Release B/ASP Days: 12:50pm - 6:00pm
May 24, 2023	Last Day of Before/After School for the School Year

**Payments will be due the 10th of every month.**

## DATES CLOSED

September 5, 2022	Closed (Labor Day)
November 11, 2022	Closed (Veterans Day)
November 23-25, 2022	Closed (Thanksgiving Holidays)
December 26-31, 2022	Closed (Christmas Holidays)
January 2, 2023	Closed (Christmas Holiday)
January 16, 2023	Closed (MLK Birthday)
April 7, 2023	Closed (Good Friday)
May 25-June 2, 2023	Closed (Summer Camp Prep)

## ALL DAY REC and BREAK CAMPS

August 8-9, 2022	All Day Recreations
September 26, 2022	All Day Recreation (Fall Holiday)
October 17, 2022	All Day Recreation (Teacher Planning Day)
November 21-22, 2022	All Day Recreations (Partial Thanksgiving Break)
December 19-23, 2022	Winter Break Camp
January 3, 2023	All Day Recreation (Teacher Planning Day)
February 20, 2023	All Day Recreation (Presidents Day)
March 13-17, 2023	Spring Break Camp
March 20, 2023	All Day Recreation (Teacher Planning Day)