

UNITED  CHRISTIAN  
ACADEMY

10900 Civic Center Drive, Rancho Cucamonga, CA 91730-7699  
Phone: 909-758-8747 Fax: 909-204-4555

Email: [uca@UCAcademy.org](mailto:uca@UCAcademy.org)  
Website: [www.UCAcademy.org](http://www.UCAcademy.org)

**ATHLETIC COACHING APPLICATION**

Your interest in United Christian Academy is appreciated. We invite you to fill out this application and return it to our school office. To help us evaluate your qualifications, please include your resume, letters of reference, if available. If we have continued interest in your candidacy, we will contact your references and may arrange for a personal interview. All applications and supporting materials received become the property of UC Academy and will not be returned.

The key to a successful Christian school is its faculty and staff. We are seeking applicants who are professionally qualified, genuinely love children, and who, by the pattern of their lives, are born-again Christian role models (Luke 6:40). It is our prayer that God will fulfill His perfect will for our school and in the lives of all applicants.

**A. APPLICANT'S NAME AND ADDRESS:**

Full name: \_\_\_\_\_

Application date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Date you would be available: \_\_\_\_/\_\_\_\_/\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Length of time at this address? \_\_\_\_\_

Phone: Days (\_\_\_\_) \_\_\_\_\_ Evenings (\_\_\_\_) \_\_\_\_\_ Best time to call? \_\_\_\_\_

Email(s): \_\_\_\_\_

**B. POSITION DESIRED:** Please indicate 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> choice of teaching assignment in parentheses. To the right please indicate the grades or subjects preferred.

( ) Junior High Sport: \_\_\_\_\_

( ) High School Sport: \_\_\_\_\_

How did you learn of the opening? \_\_\_\_\_

If hired, can you verify your legal right to work in the United States? ( ) Yes ( ) No

**C. CHRISTIAN BACKGROUND:** On a separate paper, briefly give your Christian testimony and attach to the application. Please be sure to include how you became a Christian.

Please carefully read our Statement of Faith and Christian Conduct and indicate your degree of support.

( ) My beliefs and conducts are in full agreement with the Statement. Initial: \_\_\_\_\_

( ) My beliefs and conducts are in agreement except for the area(s) listed and explained on a separate paper. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction.

Name of Church: \_\_\_\_\_ Denomination: \_\_\_\_\_

Address: \_\_\_\_\_ City, State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Website: \_\_\_\_\_

Are you presently a member in good standing? \_\_\_\_\_ Years? \_\_\_\_\_

In what church activities are you involved with now and to what degree of regularity?

---

What other Christian service have you done since becoming a Christian?

---

Describe your routine of personal Bible study and prayer.

---

**D. PROFESSIONAL QUALIFICATIONS:**

List the degrees you have earned. Please attach photocopies of all your postsecondary transcripts.

| Degree | Issuing Institution | Date Received | Major/Field | GPA |
|--------|---------------------|---------------|-------------|-----|
|        |                     |               |             |     |
|        |                     |               |             |     |
|        |                     |               |             |     |
|        |                     |               |             |     |

Please list any coaching certificates or licenses you hold. Please attach photocopies of all your certificates and licenses.

| Certificate/License | Issued by (State or Organization) | Level | Expiration Date |
|---------------------|-----------------------------------|-------|-----------------|
|                     |                                   |       |                 |
|                     |                                   |       |                 |
|                     |                                   |       |                 |
|                     |                                   |       |                 |

**E. ESSAY QUESTIONS:** On separate paper please label and succinctly answer in one or two paragraphs each of the questions below.

1. Why do you wish to coach at United Christian Academy?
2. How will your current work schedule affect your availability for after school practices and games?
3. How would your coaching style be distinctly Christian in its characteristics and purpose?

**F. EMPLOYMENT EXPERIENCE:** Please start with your current or most recent employer and work backwards. If necessary, you may follow the same format on a separate page and attach to the application.

| School/<br>Company | Address<br>City, State, Zip | Your<br>Position | Name of<br>Supervisor | Date<br>(from/to) | Reason for<br>Leaving |
|--------------------|-----------------------------|------------------|-----------------------|-------------------|-----------------------|
|                    |                             |                  |                       |                   |                       |
|                    |                             |                  |                       |                   |                       |
|                    |                             |                  |                       |                   |                       |
|                    |                             |                  |                       |                   |                       |
|                    |                             |                  |                       |                   |                       |
|                    |                             |                  |                       |                   |                       |

**G. COACHING EXPERIENCE:** Please start with your current or most recent position and work backwards. If necessary, you may follow the same format on a separate page and attach to the application.

| School/<br>Company | Address<br>City, State, Zip | Your<br>Position | Name of<br>Supervisor | Date<br>(from/to) | Reason for<br>Leaving |
|--------------------|-----------------------------|------------------|-----------------------|-------------------|-----------------------|
|                    |                             |                  |                       |                   |                       |
|                    |                             |                  |                       |                   |                       |
|                    |                             |                  |                       |                   |                       |
|                    |                             |                  |                       |                   |                       |

**H. REFERENCES:** Do not list family members or relatives for references. You will also need to sign the **Reference Release Form** that is attached and return it with this application.

Give at least three references who are qualified to speak of your spiritual experience and Christian service. **List your current pastor first.**

| Name | Address, City, Zip | Phone #, Email | Relation to you |
|------|--------------------|----------------|-----------------|
|      |                    |                |                 |
|      |                    |                |                 |
|      |                    |                |                 |
|      |                    |                |                 |

Give at least three references who are qualified to speak of your training and experience as a coach in this sport specifically or sport coaching in general.

| Name | Company | Address, City, Zip | Phone #, Email |
|------|---------|--------------------|----------------|
|      |         |                    |                |
|      |         |                    |                |
|      |         |                    |                |
|      |         |                    |                |

**I. PRELIMINARY BACKGROUND INQUIRY:** If you answer “Yes” to any of the questions in this section, please attach a separate sheet indicating the nature of the suit, offense, date, court, and disposition or other appropriate explanation. A conviction record will not automatically be a bar to employment. Factors such as your age at the time of the crime, seriousness and nature of the violation, time elapsed since the crime, job relatedness, and subsequent rehabilitation will be considered.

Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer? ( ) Yes ( ) No

Has any employer ever subjected you to disciplinary action, suspended, terminated, or asked you to leave a job or volunteer position on the grounds of any unlawful sexual behavior, or violation of an employer's sexual misconduct or harassment policy? ( ) Yes ( ) No

Have you ever been charged in **civil** or **criminal** proceedings with improprieties regarding children? ( ) Yes ( ) No

Have you ever entered a plea of guilty, a plea of “no contest” (nolo contendere), or has any court ever deferred further proceedings without entering a finding of guilty and placed you on probation or in a public service or education program for any crime other than a minor traffic offense? ( ) Yes ( ) No

Have you ever been suspended, discharged, or resigned in lieu of discharge from any position? ( ) Yes ( ) No

**I. APPLICANT'S CERTIFICATION AND AGREEMENT**

I, \_\_\_\_\_, understand that **United Christian Academy** does not discriminate in its employment practices against any person because of race, color, national or ethnic origin, gender, age, or qualified disability.

I hereby certify that the facts set forth in this application and accompany documents are true and complete to the best of my knowledge. I understand that falsification of any statement or a significant omission of fact may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery.

Since I will be working with children, I understand that I must submit to a fingerprint check by the FBI and possibly other federal and state agencies. I agree to fully cooperate in providing and recording as many sets of my fingerprints as are necessary for such an investigation. I authorize the school to conduct a complete criminal check. I understand and agree that any offer of employment that I may receive from the school is conditioned upon the receipt of background information, including criminal background check. The school may refuse employment or terminate employment if it deems any background information received as unfavorable or that it could reflect adversely on the school or on me as a Christian role model.

I certify that I have carefully read and do understand the above statements.

Signature of Applicant: \_\_\_\_\_ Date: /\_/\_



## AUTHORIZATION TO RELEASE REFERENCE INFORMATION

I have submitted an application for a position of \_\_\_\_\_ with **United Christian Academy**. I authorize the school to thoroughly interview the primary references which I have listed, any secondary references mentioned through interviews with primary references, or other individuals that know me and have knowledge regarding my testimony and work record. I also authorize the school to thoroughly investigate my work records and evaluations, my educational preparation, and all other matters related to my suitability for employment.

I authorize references and my former employers to disclose to the school any and all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving me prior notice of such disclosure.

I hereby release United Christian Academy, my current and former employers, references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.

I waive the right to ever personally view any references given to United Christian Academy.

I certify that I have carefully read and do understand the above statements.

Applicant's Name (Print): \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_