



**St. JOHN PAUL II CATHOLIC SCHOOLS NETWORK
ADMINISTRATOR APPLICATION**

St. John Paul II Catholic Schools Network (JP II Catholic Schools) does not discriminate on the basis of race, color, national origin, age, sex, disability, or military service. JP II Catholic Schools does reserve the right to employ those who can best advance its Catholic Mission. Please inform the Admin. Assistant in advance of any accommodations you may need to participate in our application process.

PERSONAL

LAST NAME			FIRST	MIDDLE	DATE
STREET ADDRESS					HOME PHONE () --
CITY, STATE, ZIP					OTHER PHONE () --
HAVE YOU EVER APPLIED FOR EMPLOYMENT WITH US? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, MONTH AND YEAR LOCATION:					
POSITION DESIRED					VALID ND ADMINISTRATOR LICENSE? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> IN PROGRESS <input type="checkbox"/> OTHER CERTIFICATION: DATE OF EXPIRATION:
RELIGIOUS PREFERENCE:			REGISTERED PARISH:		
RELIGIOUS ORDER (IF APPLICABLE):					ENDORSEMENTS: <input type="checkbox"/> ELEMENTARY <input type="checkbox"/> MIDDLE <input type="checkbox"/> SECONDARY <input type="checkbox"/> OTHER:
HAVE YOU EVER BEEN CONVICTED OF A FELONY? <input type="checkbox"/> YES <input type="checkbox"/> NO (IF YES, DESCRIBE IN FULL):					
HAVE YOU EVER BEEN DISCHARGED FROM A POSITION? <input type="checkbox"/> YES <input type="checkbox"/> NO (IF YES, EXPLAIN):					

EDUCATION AND TRAINING

COLLEGE AND UNIVERSITIES (LIST MOST RECENT FIRST).

SCHOOL:	DEGREE:
LOCATION:	DATES ATTENDED:
MAJOR:	MINOR:

SCHOOL:	DEGREE:
LOCATION:	DATES ATTENDED:
MAJOR:	MINOR:

SCHOOL:	DEGREE:
LOCATION:	DATES ATTENDED:
MAJOR:	MINOR:

HIGH SCHOOL:
LOCATION:

PREVIOUS EXPERIENCE

(BEGIN WITH THE MOST RECENT EXPERIENCE)

SCHOOL:	DATE:
LOCATION:	GRADE:
SCHOOL:	DATE:
LOCATION:	GRADE:
SCHOOL:	DATE:
LOCATION:	GRADE:

REFERENCES

NAME:	PHONE:
ADDRESS:	
NAME:	PHONE:
ADDRESS:	
NAME:	PHONE:
ADDRESS:	

SIGNATURE AND AUTHORIZATION

ACCEPTANCE OF THIS APPLICATION BY JP II CATHOLIC SCHOOLS AFFORDS THE APPLICANT NO ASSURANCE OF EVENTUAL EMPLOYMENT. IF YOU RECEIVE A CONDITIONAL OFFER OF EMPLOYMENT, YOU WILL BE REQUIRED TO VERIFY THAT YOU CAN PERFORM ESSENTIAL JOB FUNCTIONS, YOUR ABILITY TO LEGALLY ACCEPT EMPLOYMENT IN THE UNITED STATES, AND TO HAVE BACKGROUND INVESTIGATIONS, INCLUDING CRIMINAL RECORD AND CONTACTING FORMER EMPLOYERS. EMPLOYMENT AND COMPENSATION CAN BE TERMINATED WITH REASONABLE NOTICE, WITH OR WITHOUT CAUSE, AT ANY TIME BY JP II CATHOLIC SCHOOLS.

I HAVE READ THE FOREGOING INSTRUCTIONS AND QUESTIONS AND MY ANSWERS ARE TRUE AND CORRECT. I HAVE NOT KNOWINGLY MISREPRESENTED OR WITHHELD ANY FACT OR CIRCUMSTANCE THAT WOULD, IF DISCLOSED, AFFECT MY APPLICATION UNFAVORABLY.

SIGNATURE OF APPLICANT

DATE

HUMAN RESOURCES ONLY

INTERVIEWED BY:

DATE:

PLEASE RESPOND TO THE FOLLOWING QUESTIONS. LIMIT YOUR ANSWERS TO THE SPACE (750 CHARACTERS).

1. Describe how you would engage various stakeholders in supporting the mission of our school.

2. Describe what type of strategies you would implement in enrolling & retaining students in our school.

3. Describe your vision of professional learning communities and how they affect student learning.
