



St. Mark School Year Staff Application

Name: _____

Email: _____

Primary Phone Number: _____

After viewing current program open positions on our website, for which position are you considering applying for?

Site Lead _____

Paraprofessional _____

Internship _____

Work Study _____

After viewing program locations on our website, for which location are you considering applying for?

Dubuque _____

Dyersville _____

Peosta _____

Seton _____

What program hours are you applying for?

Morning _____

Afternoon _____

Both _____

What days of the week are you available to work and at what times?

Monday

Tuesday

Wednesday

Thursday

Friday

AM Hours

PM Hours

When are you available to start working? _____

How will you be commuting to work? _____

Education

Are you a current student? _____ If so, what school do you attend and what is your current year? _____ Degree earned (if any) _____

Name of current school or school last attended? _____

Employment History

Recent Employment (Returning Staff Only)

Recent position _____

Dates of employment _____

Description of duties _____

Previous Employment (New Staff Only)

Name of previous job (1) _____

Type of work _____

City/State _____

Dates worked _____

Name of previous job (2) _____

Type of work _____

City/State _____

Dates worked _____

Name of previous job (3) _____

Type of work _____

City/State _____

Dates worked _____

Current Certifications/Credentials

Teaching Certificate _____

CPR/First Aid/AED _____ Expires _____

Mandatory Reporter _____ Expires _____

Open Ended Questions

Why are you applying to work with St. Mark?

What strengths and talents do you feel you would bring to this position?

Have you ever worked with elementary aged children before? If so, please explain in what capacity and if not, explain why you are interested in working with children.

What is one thing you are proud of and why?

(Please only answer if you are applying for a site lead position) Describe any experience you have had leading activities for children and creating lesson plans for these activities.

References

Name of Reference (1) _____

Reference phone number _____

Reference email _____

In what capacity do you know this person?

Name of Reference (2) _____

Reference phone number _____

Reference email _____

In what capacity do you know this person?

Name of Reference (3) _____

Reference phone number _____

Reference email _____

In what capacity do you know this person?

Have you ever been convicted of a felony or misdemeanor? _____

Have you ever been convicted of child abuse or a sexual offense? _____

Certification and Release (Please check box below to agree and confirm this document)

- To the best of my knowledge, the information given represents my background and experience. I understand that if I have knowingly or negligently misrepresented, falsified or omitted any information during the application process, I may be disqualified for employment consideration or dismissed from employment with St. Mark Youth Enrichment.

Signature of applicant _____

Date _____