



St. Mary's Dominican High School Faculty Applicant Questionnaire

Date: _____ Teaching Area: _____

Name: _____
Last First Middle/Maiden

Religion: _____ Church Parish in which you reside: _____

Name of church you attend regularly: _____

Date Available for Position _____ Phone Number _____

e-mail _____

Thank you for expressing an interest in St. Mary's Dominican High School. Your applicant file consists of:

- 1) Resume with Personal and Professional References
- 2) Completed Applicant Questionnaire
- 3) Transcripts from all Colleges and Universities Attended

Your applicant file will be considered active for one year. Applicants should contact the Principal's Office during the spring semester to indicate their interest in positions for the following academic year.

What do you consider to be the mission of a Catholic school? _____

.
. .
. .
. .
. .
. .
. .

Please explain WHY you want to become a faculty member of St. Mary's Dominican High School? What strengths could you contribute in fulfilling the mission of DHS? (See Mission Statement on p. 3.) _____

.
. .
. .
. .
. .

In what ways does your lifestyle reflect Catholic values? _____

- .
- .
- .
- .
- .
- .
- .

Describe work experiences or educational opportunities which have increased your skills and enriched your career: _____

- .
- .
- .
- .
- .
- .

In your opinion, what is the importance of professional development and advanced degrees for a classroom teacher? Include your views about your personal career plan and goals. _____

- .
- .
- .
- .
- .
- .

What are your views on faculty leadership in extracurricular activities? _____

- .
- .
- .
- .

What are the most important elements of positive classroom management? Please describe in detail ways that you manage your classroom. _____

.
. .
. .
. .
. .
. .

Describe how you would handle parent or student problems/complaints, administrative feedback, department chairperson suggestions, and supervisory comments. _____

.
. .
. .
. .
. .
. .

After contemplating the Mission Statement, please write a reflection essay on your personal beliefs about Catholic education and how your philosophy is compatible with the mission of the school. Include specific examples from your life experience to illustrate your points.

Mission Statement of St. Mary's Dominican High School

St. Mary's Dominican High School is a Catholic college- preparatory program for young women rooted in the tradition of prayer, study, community, and service. With Jesus at its center, the Dominican community preaches the Word, radiates joy, advocates peace, promotes justice, seeks Truth, manifests Catholic values, and ministers to others.

Mission Statement Reflection

.
. .
. .

St. Mary's Dominican High School is an equal opportunity employer and does not discriminate against applicants or employees on the basis of race, age, sex, disability, or national origin. St. Mary's Dominican High School complies with and follows the morals and teachings of the Roman Catholic Church. This non-discrimination policy applies to hiring, training, promoting, salaries, transfers, and working conditions.

Employee Representation, Acknowledgement, Authorization, Release and Hold Harmless

As an applicant for employment at St. Mary's Dominican High School, I represent that the information contained in the foregoing application is true and correct to the best of my knowledge and, further, acknowledge that any omission or misrepresentation of any information set forth in the application may result in the refusal of St. Mary's Dominican High School to offer me employment and/or to terminate my employment if employment is already offered and accepted.

I further authorize St. Mary's Dominican High School to make any investigation that it deems necessary in its sole discretion of my background and/or of the information contained in the foregoing application, including but not limited to the authorization of St. Mary's Dominican High School to review my personnel file from any previous employer and/or to receive verbal or written information from any previous employer as to my previous employment. My signature hereto authorizes any previous employer to release any background or employment information, whether it be verbal or written.

I further agree to release, defend, indemnify, and hold harmless St. Mary's Dominican High School, its directors, officers and employees and/or my previous employers and its/their employees from any cause or causes of action arising out of such review and investigation of my background and/or previous employment and/or release of any information, verbal or written, from my previous employers as to my previous employment.

Signature of Applicant: _____ Date: _____

In order to be considered active, your applicant file must consist of a resume with personal and professional references, criminal history check, completed applicant questionnaire, and transcripts from all colleges and universities attended. Your applicant file will be considered active for one year. You must contact St. Mary's Dominican High School in the spring of each year to keep your applicant file current.