



**The Timothy Ministry at FBCW**  
11905 Highway 92 - Woodstock, GA – 30188  
Voicemail: 678-824-5219 Email: [admin@timothyministry.org](mailto:admin@timothyministry.org)  
<http://www.timothyministry.org>

## Teacher Employment Application

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### **Dear Applicant:**

Thank you for your interest in Timothy Ministry. We appreciate the time that you take to thoughtfully complete the application process.

Below are the criteria concerning the qualifications for our teachers. If you have questions or concerns, please contact us.

1. Teachers at Timothy Ministry must have a personal relationship with Jesus Christ. The application has a section for you to write your testimony as to your faith in Christ alone for your eternal salvation.
2. Teachers must be committed to the inerrancy of the Scripture, and see the Bible as necessary for principles of faith and life. The Scriptures are used in every class --regardless of the subject -- to show us truth, to help us understand the character of God, and to instruct us as we seek to develop a Biblical world and life view.
3. Attached you will find the following information: About Timothy Ministry, Mission Statement, Philosophy, Statement of Faith, Our Goals, and Code of Conduct. Please read thoroughly.

Again, thank you for your interest in our Timothy Ministry. If we can assist you in the application process, please do not hesitate to contact us.

Sincerely,

Stacy Shaddix  
Director  
(770) 316-4801  
[admin@timothyministry.org](mailto:admin@timothyministry.org)

# About Timothy Ministry:

The Timothy Ministry was founded on I Timothy 4:12, “Let no one look down on your youthfulness, but rather in speech, conduct, love, faith and purity, show yourself an example of those who believe.” Our passion for this ministry is evangelism, service and outreach of home school youth.

The Timothy Ministry is a non-profit organization whose purpose is to (1) present the gospel to each student that attends the ministry and aid students in accepting the love and salvation of Jesus Christ as the Holy Spirit convicts, training them to serve God and others in the church and community; (2) minister to student’s and parent’s needs as they arise; (3) provide the platform for students to learn to serve others; (4) provide quality instruction in the classroom.

Proverbs 22:6 “Train up a child in the way he should go, and when he is old, he will not depart from it.”

The Timothy Ministry wants to partner with the home school parent who wishes to supplement their child’s home education with educational and enrichment classes. The Timothy Ministry is a home school support ministry - not a full-time school. It is the parent’s responsibility to adhere to the Georgia Home School Law. For more information, refer to [www.ghea.org](http://www.ghea.org).

The Timothy Ministry meets one day per week on Tuesday. There are two, 14-week sessions per school year. The first session begins in early August and ends in early December. The second session begins in early-mid January and ends in early May. Classes are available for grades K—12.

We offer a variety of academic classes for the middle school and high school ages. The teachers provide only a portion of the instruction needed and various assignments will be given to complete at home. Academic classes cannot be taught in one day of class instruction; therefore, parents remain the primary teacher for four days per week and The Timothy Ministry is a resource for the student’s instruction one day per week. Our teachers will provide a grade or comment on the student’s progress and assignments. We are not an accredited program; however, most of our academic teachers are certified/degreed teachers.

The Timothy Ministry is open to home school students, but reserves the right to refuse admittance of a student based on a history of illegal behavior or past records in prior schools or behavior deemed to be a detriment to the student body.

## BOARD OF DIRECTORS

The Timothy Ministry’s Board of Directors’ purpose is to set broad policies, protect the vision of the ministry, establish annual budgets, and plan for future growth.

## TEACHERS

The roles we hold in The Timothy Ministry are not taken lightly. We have the opportunity to reach many lives and God has given us this platform to do so. As James 3:1 states, “My brethren, let not many of you become teachers, knowing that we shall receive a stricter judgment.”

The Timothy Ministry follows the same guidelines and procedures set by FBCW for any preschool or elementary worker. Each person, before becoming an official worker, must have a one-on-one interview with the director and/or assistant director. In addition, the following forms are required to be completed: Personal Testimony, Bible Study Covenant, Ministry References, Criminal History Consent Form, Legal/Lifestyle Concerns, and Truths We Hold Dear.

Teacher qualifications are as follows:

- Professing Christian
- Church Member (of FBCW or a church of like faith and practice)
- Yielding to the Lordship of Jesus Christ
- Qualified/Degreed/Skilled in particular area of teaching
- Clear an official background check

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## Contact Information

Please complete the following information. After review of your application, you will be contacted. If a position is not currently available, we will keep your application on file for up to one year. Our goal is provide godly men and women to serve as positive role models while they teach and minister to the students. Thank you for taking the time to complete the application.

First Name

Middle/Maiden Name

Last Name

E-mail Address

Cell Phone #

Address:

Date-of-Birth

Marital Status

Married

Single

SOCIAL MEDIA ACCOUNTS

Facebook

Instagram

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Are you a current home school parent?

Number of children?

Ages of Children

Yes

No

The Timothy Ministry does not provide any type of childcare. We provide classes for children in grades K - 12.

Which position are you applying or interested in teaching?

Are you a current home  
school family?

If YES, # of children?

YES

NO

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# Church Affiliation

Are you a member of a local church?

Yes

No

If yes, name of church you regularly attend:

How long have  
you attended?

Please list the activities and other ministries with which you are involved.

What other ministry/church/job experiences have you been involved outside of your local church?

What spiritual gifts do you feel you have and how would you like to use them in the ministry?

What are some of your expectations of Timothy Ministry and its staff?

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## Ministry Expectations

I have a personal testimony relationship with God through Jesus Christ.

Yes

No

I feel called of God to serve Him through The Timothy Ministry.

Yes

No

I will actively participate in planning/teachers meetings.

Yes

No

I will do all I can to make Tuesdays a positive, uplifting experience.

Yes

No

I will be faithful in tithing (giving 10% of my gross earnings).

Yes

No

I will agree to read through the Employee Handbook.

Yes

No

I will be supportive of the Pastor and staff of FBCW and The Timothy Ministry.

Yes

No

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## Professional Background

Formal Training: List all degrees you currently hold.

Degree 1	Date	Issuing Institution	Major/ Minor
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Degree 2	Date	Issuing Institution	Major/ Minor
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Degree 3	Date	Issuing Institution	Major/ Minor
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## Experience

Sequentially list your teaching experience, **most recent first**.  
Include employment as a teacher, home schooling, co-op teaching, etc.

School and Address (most recent)	Grade(s) / Subject(s) Taught	Dates of Employment
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Reason for leaving your most recent position

School and Address	Grade(s) / Subject(s) Taught	Dates of Employment
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School and Address	Grade(s) / Subject(s) Taught	Dates of Employment
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## References

**Spiritual: A spiritual leader who knows you well.**

First Name

Last Name

E-mail Address

Phone

Relationship to Reference

**Pastoral: Pastor of the church you are currently attending.**

First Name

Last Name

E-mail Address

Phone

**Professional: Someone who has supervised or observed your work in the classroom.**

First Name

Last Name

E-mail Address

Phone

Relationship to Reference

**Personal: A person who has know you for a number of year (please do not use relatives).**

First Name

Last Name

E-mail Address

Phone

Relationship to Reference

Number of years known

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## **Personal Testimony**

The Timothy Ministry requires all teachers to give a devotional/testimony in class or present the plan of salvation to their students at least once during the session.

Are you comfortable and willing to comply with this?

Yes

No

If not, please explain.



Please share your testimony by using the following guidelines to help write your testimony. If you need more space than that provided, please just attach a Word or PDF document.

- \* Date of Salvation/Date of Baptism
- \* What was my life before I received Christ?
- \* How did I know that I needed Christ?
- \* What took place when I received Christ?
- \* How has my life been different since Jesus saved me?

Were you baptized after you were saved?

Yes      No

Were you baptized by immersion?

Yes      No

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## **Personal Philosophy**

Please answer the following questions and be prepared to discuss your answers in your interview.

Why do you desire to teach at The Timothy Ministry?

Define your thoughts on classroom discipline.

List two of your strengths and two weaknesses.

What do you believe about the origin of earth and mankind?

Explain how you would lead a young person to Christ.

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## Personal Information

Which hours would you be available to work (please select all that apply)?

8:00am-9:00am

9:00am-10:00am

10:00am-11:00am

11:00am-12:00pm

12:00pm-1:00pm

12:30pm-1:30pm

1:30pm-2:30pm

2:30pm-3:30pm

3:30pm-4:00pm

At what hour would you prefer your lunch break?

12:00pm-12:30pm

11:30am-12:00pm (high school schedule)

Other

No preference... whatever works with teaching needs.

What age group do you prefer to teach?

If you have specific class ideas, please list them with a brief explanation below. You may then attach a sample lesson plan or a draft syllabus with curriculum needs, class titles, material fees required, etc.

Are you gifted in any of the following areas?

Art

Music (Vocal)

Music (Instrumental)

Foreign Language

Other

If Music (Instrumental),  
what instrument(s)?

If Foreign Language,  
which language(s)?

List educational opportunities you have had, including opportunities for travel.

List memberships, offices, and honors during and since college.

List your hobbies and personal interests.

List books you have read in the past six months.

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## Truths We Hold Dear

**“Not many of you should presume to be teachers, my brother, because you know that we who teach will be judged more strictly.” James 3:1 NIV**

What We Believe At First Baptist Church Woodstock:

- \* In essential beliefs – we have unity.
- \* In non-essential beliefs – we have liberty.
- \* In all our beliefs – we show charity.

It is our desire to have those presenting the Word of God to be in agreement with the church's position on our essential beliefs. The following represents those beliefs. Please check the box that most accurately expresses your belief in each of the essentials listed.

	Strongly Agree	Mostly Agree	Some-what Agree	Some-what Disagree	Mostly Disagree	Strongly Disagree
<b>About God - God is the Creator and Ruler of the universe. He has eternally existed in three persons: the Father, the Son, and the Holy Spirit. These three are co-equal and are one God.</b>						
<b>About the Father – He is all-powerful, all-knowing, all-loving, and all-wise. He reigns with providential care over the universe and the flow of human history goes according to His purposes and plan.</b>						
<b>About Jesus – Jesus Christ is the Son of God. He is co-equal with the Father. Jesus has eternally existed and became man at His incarnation. Jesus lived a sinless human life and offered Himself as the perfect sacrifice for the sins of all people by dying on a cross. He bodily arose from the dead after three days to demonstrate His power over sin and death. He ascended to Heaven’s glory and will return someday to earth to reign as King of Kings and Lord of Lords.</b>						
<b>About Scriptures – The Bible is God’s Word to us. Human authors, under the supernatural guidance of the Holy Spirit, wrote it. It is the supreme source of truth for Christian beliefs and living. Because God inspired it, it is the truth without any mixture of error.</b>						
<b>About Human Beings – People are made in the image of God and are the supreme object of God’s creation. All of us are marred by an attitude of disobedience toward God called “sin”. This attitude separates people from God and causes many problems in our lives.</b>						
<b>About Eternal Security – Because God gives us eternal life through Jesus Christ, the true believer is secure in that salvation for eternity. If you have been genuinely saved, you cannot “lose” it. Salvation is maintained by the grace and power of God, not by the self-effort of the Christian. It is the grace and keeping power of God that gives us this security.</b>						

	Strongly Agree	Mostly Agree	Some-what Agree	Some-what Disagree	Mostly Disagree	Strongly Disagree
<p><b>About Eternity – People were created to exist forever. We will either exist eternally separated from God by sin or eternally with God through forgiveness and salvation. To be eternally separated from God is Hell. To be eternally in union with Him is eternal life. Heaven and Hell are real places of eternal existence.</b></p>						
<p><b>About Baptism by Immersion – We believe that scriptural baptism must be: (1) by being completely immersed under the water, and (2) must be after salvation. Jesus was immersed and all baptisms in the New Testament were by immersion. These two facts set the standard for baptism today. Baptism has no saving power but is the first act of obedience symbolizing (1) the believer’s faith in the death, burial and resurrection of Jesus, (2) the believer’s death to sin and resurrection to walk anew in Christ, and (3) the Christian’s belief that he will die, be buried, and that Jesus will resurrect him from the dead.</b></p>						
<p><b>About the Lord’s Supper – The Lord’s Supper is a symbolic act of obedience whereby believers remember the death of the Lord Jesus and anticipate His second coming. The bread is symbolic of His body and the juice represents His blood.</b></p>						
<p><b>About Tithing – At First Baptist we believe in giving the tithe – 10% of gross income (not net) – as the biblical standard of giving. According to the scriptures we are to give cheerfully, regularly, systematically, proportionally, and liberally for the advancement of the Redeemer’s cause on earth.</b></p>						

	Strongly Agree	Mostly Agree	Some-what Agree	Some-what Disagree	Mostly Disagree	Strongly Disagree
<b>About Evangelism – It is the duty of every born again follower of Jesus Christ and of every church to endeavor to make disciples of all men everywhere. It is the command of Christ for every believer to seek constantly to win the lost to Christ by personal effort and by all other methods in harmony with the gospel of Christ.</b>						
<b>About the Church – A New Testament church of the Lord Jesus Christ is a local body of baptized believers who are associated by their common faith and fellowship with Jesus. A local church is to observe these two ordinances: (1) baptism, and (2) the Lord’s Supper; exercise their God-given gifts; and extend the gospel to the ends of the earth. The church is an autonomous body serving under the Lordship of Christ. All members are equally responsible as they serve with the scriptural offices of the church, the pastors and deacons.</b>						
<b>About Christian Unity – To live in harmony with other believers is clearly the teaching of the New Testament. It is the responsibility of each believer to endeavor to live in fellowship with each member of the congregation. It is further the responsibility of each member to bring all gossiping and backbiting to an end.</b>						

*I understand each of the fifteen statements above and have answered truthfully in my responses.*