

Chase Academy for the Communication Arts Teacher Application

OVERVIEW:

Thank you for your interest in becoming a Chase Academy teacher! This pre-application is designed as a mechanism through which you provide a basic overview of your qualifications. This is the first and least time-consuming stage of our teacher application process.

After the receipt of applications, a Chase representative will invite highly qualified applicants to participate in one-on-one phone discussions designed to clearly describe Chase Academy's redefined teacher expectations, explain the various stages of the application process, and answer any questions. The goal of these discussions is to ensure that applicants understand Chase's mission and vision and recognize the intensity of the commitment required of teachers.

INSTRUCTIONS:

The application consists of three components: (1) a cover letter, (2) an up-to-date resume, and (3) a Question Response Document to the questions at the end of this document (QRD). Each of the three components should be a separate electronic document. Each file should be named using the following format (which includes your full name and subject area):

For Cover Letter: "Joe Smith – Math – Cover Letter"

For Resume: "Joe Smith – Math – Resume"

For Question Response Document: "Joe Smith – Math – QRD"

If you are applying for more than one subject, include both subjects in the file name (e.g. Math and Science).

Email your 3 documents in ONE email to info@learningassistance.org or fax your documentation to (614) 448-3344.

DEADLINES & NOTIFICATIONS:

Chase Academy is currently accepting and reviewing applications for the next school year.

The in-house application deadline for all current staff is Tuesday, June 9th after which the application process will open to the public.

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A. BASIC INFORMATION

A1. Name

A2. Mailing Address

A3. Phone Numbers (preferably two)

A4. Email Address

A5. Current or Most Recent Teaching Position - School Name, Subject(s), Grade Level(s). Include the word "CURRENT" if you are still in this position; if not, list the last academic year you held this position (e.g. 2006-07).

A6. List the specific teaching position(s) for which you are interested and qualified. For a list of open positions (including start dates), see <http://www.learningassistance.org> If you list more than one position, please rank the positions in order of your preference. For each position, list both the subject and grade level(s) that are of interest to you (e.g. Mathematics – Grades 6 or 7).

B. QUALIFICATIONS

You must demonstrate effective subject knowledge in four (4) areas to be considered for a teaching position at Chase. The four (4) areas are: Student Engagement, Use of Technology in Curriculum, Innovativeness, and Classroom Management Style.

B1. Complete the following chart, listing all undergraduate and/or graduate institutions at which you have taken courses (as illustrated in the example chart below):

Institution Name & Level	Years attended	# of Credits Taken	Grade Point Average (GPA)	# of Courses in Subject-Area	Degree & Major (if app)
ABC College (undergrad)	1988-1992	105	3.21	Math – 14 Science – 5	B.S., Math
DEF University (graduate)	1993	45	3(A), 2(A-), 1(B+), 7(B), 2(C)	Math -3 Science - 4	N/A

Grade Point Average: Only list the grade point average that is stated on your transcript. If no grade point average is stated, then list the number of A's, B's, C's, etc. received (as shown in the second example above).

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Of Courses in Subject Area: Count the number of courses taken in the subject area for which you are applying to Chase. If you are applying to Chase for more than one subject area, list each count separately (as shown in the example above). Use your own judgment to determine whether a particular course is in a specific subject area.

Degree & Major: List the degree awarded (e.g. Bachelor of Arts) and any Major or Concentration. If not applicable (e.g. you took selected courses at an institution but did not obtain a degree), write “Not Applicable.”

Note: Official transcripts are NOT required at this time, but these will be required if you are invited to continue to the second stage of the application process.

C. OTHER RELEVANT DATA

C1. Do you have Teacher Certification? If you have teacher certification, please provide (a) the State from which you received your certification, (b) the year you were certified (c) the subject(s) of your certification and (d) the grade levels(s) of your certification. If you are not yet fully certified, please provide a brief description of (a) whether and when you anticipate receiving certification (b) the State from which you are applying for certification (c) the subject(s) for which you are seeking certification, (d) the grade level(s) for which you are seeking certification, and (e) an outline and timeline of the components you will need to complete in order to be certified.

Please submit a short essay letter with answers to the following questions:

- 1) Please succinctly summarize your beliefs about and approaches to teaching in 3-4 sentences.
- 2) Please respond to the following scenario:
In my music class we have 10 children and six instruments. What do you do?
- 3) When my children come back to visit me they say...
- 4) Please provide your feelings about interdisciplinary curriculum