



**Cornerstone**  
Christian College

www.cornerstone.education  
Busselton Campus: Grace Court, Busselton  
Phone: 9754 1144  
Dunsborough Campus: Cornerstone Way, Quedjinup  
Phone: 9742 1133  
ABN 51 009 297 941

# Employment Application

## Non-Teaching Staff application

Name of applicant	
Position being applied for	

**Please complete all 6 sections for this application**

## Section 1: Personal information

How did you hear about this position?

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### Personal particulars

Name:

Address:

Email address:

Phone number(s):

Best time for us to call:

Nationality:

### Education

School/College/University	From	To	Level of attainment

### Other qualifications

Detail other qualifications which go beyond those mentioned in Education. E.g Professional development courses, special qualifications, professional memberships, etc

Working With Children Card No:	Expiry date:	Paid <input type="checkbox"/> Volunteer <input type="checkbox"/>

Employment history			
Company	From	To	Responsibilities

## Section 2: Referees

We require at least one referee in each category below:

Professional referees	
Name	Details – role and contact information

Personal referees	
Name	Details – role and contact information

Church referees	
Name	Details – role and contact information

In forwarding the names of referees, you are acknowledging that Cornerstone Christian College (Christian Community Ministries) only holds personal information for the purpose of the job application. You acknowledge that we will do any relevant reference checks and obtain relevant information from past employers and/or other parties you provide particulars for. This will be done in an ethical and legal manner.

## Section 3: Skills/competencies

Please comment in each of the categories below by describing your own performance in each area.

### Organisation and administrative skills

Describe your organisational skills, your ability to prioritise and to meet schedules and deadlines, together with any particular skills such as Word, Excel, Project.

### Interpersonal skills

Describe your ability to work with others at all levels within an organisation.

## Demonstrated high level communication skills

Please comment on your written and oral communication skills.

## Attention to detail

Describe what processes you follow to ensure attention to detail.

### Personal strengths / skills

Describe any personal strengths which you have which may be relevant to the position.

### Special interests

Comment on the things in life which you are passionate about, your extra curricular interests, etc.

## Additional comments

Address areas of relevant experience and any further claims you might have.

## Section 4: Christian Faith

Please comment in each of the categories following.

### Christian Faith 1

Comment on what role the Spirit of God plays in your life? Provide some information about your personal faith.

## Section 5: Inherent requirements

Cornerstone Christian College is a ministry of Christian Community Ministries and as such has a deliberate and purposeful role in providing Christian education which models Christian living principles to students. This involves having a heart for the mission of our school as well as having a lifestyle which promotes virtuous Christian living principles.

### Lifestyle requirement

*Our College Collective Employment Agreement states "It is a genuine occupational requirement (subject to the provisions of the Anti-Discrimination Act 1991) of the College that, consistent with the Act, staff members must not act in a way that they know, or ought reasonably to know, is contrary to the religious beliefs of the College. Nothing in their deliberate conduct should be incompatible with the intrinsic character of their position, especially, but not only, in relation to the expression of human sexuality through heterosexual, monogamous relationships, expressed intimately through marriage."*

Comment on your ability and willingness to demonstrate compliance with this requirement.

I agree to abide by this requirement

## Church requirement

*Our College Collective Employment Agreement states "Staff are required to regularly and frequently attend a Christian church and to regularly and frequently support relevant Staff Devotions and Staff Worship Services."*

Comment on your ability and willingness to demonstrate compliance with this requirement.

I agree to abide by this requirement

Which church do you regularly attend?

## Section 6: Undertaking

I understand that in providing this employment application I agree to the following:

1. That the information contained in this application is true, and that should I be successful for the position, my appointment would be on the basis that the information contained in my application is correct and true.
2. To support the College's Statement of Faith (attached) in every way and to uphold its principles to the students and other members of our college community.
3. I am able to fully satisfy the two requirements outlined in section 5 of this application.

Name		Date	
Signature			

Please forward your completed form to:

Cornerstone Christian College

Grace Court

Busselton

OR

Email to the contact in the advertised position.

## Statement of Faith

We believe the Bible as originally given by God is divinely inspired, infallible, and entirely trustworthy, and is the supreme authority in all matters of faith and conduct, from which we can know that:

1. **God:** There is one true eternal creator God — Father, Son and Holy Spirit.
2. **Creation:** God created all things, making man and woman in His own image and for relationship with Him.
3. **Sin:** Sin entered into the world through human disobedience following the rebellion of Satan against God.
4. **Christ:** The Son, Christ Jesus, was born of a virgin and lived as a sinless man. Out of the abundance of God's love the Father gave His only Son, Jesus Christ, to die to save all people from sin. Christ rose from the grave defeating the power of sin.
5. **Salvation:** The death and resurrection of Christ brings salvation by grace through faith to those who repent, seek forgiveness, and believe in Him.
6. **Spirit:** The Holy Spirit, following Jesus' return to His Father in heaven, lives within those who have salvation as a comforter and guide; guaranteeing their eternal hope.
7. **Life:** Those who trust in Jesus as their Lord and Saviour are called to live a transformed life and as such we have the responsibility to:
  - a. Encourage other Christians through meeting together for worship and fellowship;
  - b. Uphold moral directives and ethical values contained in the Bible as expressed within the context of their personal life, their marriage life (the covenantal relationship of one man and one woman), and their relationships with others;
  - c. Share the good news to all the world;
  - d. Be active in expressing God's love through social justice.
8. **Eternity:** Jesus is the only way to a relationship with God. Those who have received salvation have eternal life as joint heirs with Christ. Those who do not believe in Christ are separated from God for eternity.
9. **Return and New Creation:** Christ will return as Lord to the earth and everyone will see him. There will be a new heaven and a new earth.
10. **Marriage:** Marriage has been divinely established by God and affirmed by Jesus as the voluntary, lifelong union of one man and one woman to the exclusion of all others. Marriage is a symbolic representation of the nature of God's love for us and for His church, anticipating His union with the believers in eternity.  
*Genesis 1:27; Genesis 2:18-25; Matthew 19:4-6; Ephesians 5:22-33; Revelation 19: 6-9.*
11. **Sexuality:** Marriage is the only context in which human sexuality is to be expressed and in which sexual intimacy is to be experienced. The Bible teaches that sexual behaviour is to be limited to monogamous, heterosexual, married couples and that believers are to abstain from sexual

immorality.

*Genesis 1:26-28; Genesis 2:18-25; Exodus 20:14; Leviticus 18:22; Matthew 5:27-28; Matthew 15:18-20; Acts 15:20; Romans 1:20-32; 1 Corinthians 6:9-20; 1 Corinthians 7:2; 1 Timothy 1:10; Hebrews 13:4.*

12. **Gender Identity:** The two distinct, complementary genders (sexes) of male and female together reflect the image and nature of God (Genesis 1:26-27). The Bible ties gender identity to biological sex (Genesis 1:27; Genesis 2:22-24) and does not make a distinction between the two. God's intended best for humankind is that we live our lives in accordance with our biological sex. According to Scripture, our gender identity is to align with our biological sex, as designed by God. The determination of biological sex commences in the womb and is recognised at birth (Genesis 1:27; Genesis 5:1-2; Psalm 139:13-14; Mark 10:6). We therefore acknowledge the biological sex of a person as recognised at birth and require practices consistent with that sex.

*Genesis 1:26-27; Genesis 2:22-24; Genesis 3:21; Genesis 5:1-2; Psalm 139:1-5 and 13-16; Matthew 19:4-5; Mark 10:6-7.*

13. **Christian Character and the Appearance of Sin:** Acknowledgement of our sin and acceptance of the loving grace of God will lead to purity and holiness as the Holy Spirit's work enables the believer to demonstrate the character of the perfect man, Jesus Christ. The Bible exhorts us to pursue godliness and to model Biblical standards of behaviour to our peers and the wider society in both word and deed. It also calls Christian believers to abstain from all appearance of evil and to be active members of a local Church and meet together regularly as a body so that we may encourage one another.

*Leviticus 20:22-26; Deuteronomy 6:25; Psalm 133:1; Matthew 5:16; Acts 2:46; 1 Corinthians 14:26; Philippians 2:12-16; 1 Thessalonians 5:22; Titus 2:10-14; Hebrews 10:25; 1 Peter 1:13-16; 2 Peter 3:11-14; 1 John 1:5-10.*