



Cornerstone Charter Academy Administration Application for Employment

Personal Information	Date:
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_____	_____	_____		
Legal Last Name	First Name	Middle Name		
_____	_____	_____		
Preferred Name/AKA	Social Security #	Date of Birth		
_____	_____	_____		
_____	_____	_____	_____	_____
Street Address	Apt #	City	State	Zip Code
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Mailing Address if different from above	Apt#	City	State	Zip Code
_____	_____	_____	_____	_____
_____	_____	_____		
Home Telephone	Primary Email Address	County of Residence		

Professional Information

Position you are applying for

Director – Full time / part time _____ Assistant Director - full / part time _____

Prior Experience - Where: _____

Areas of Expertise: _____

NC Teaching Certificate/License: Date Issued _____ Expiration Date _____ Certificate Number _____

Subject/Grades Certified _____

Have you ever been convicted, pled guilty or pled no contest to any criminal offense other than a minor traffic violation? If yes, provide explanation and documentation. _____

Have you ever had a professional certificate, credential or license of any kind revoked or suspended? If yes, provide explanation and documentation. _____

Additional Information: please provide the following

- 1. Please provide copies of all transcripts, praxis scores and/or certifications.**
- 2. Please complete the attached questions**
- 3. All: Provide an updated resume with references.**

Cornerstone Charter Academy * A Challenge Foundation Academy believes in the dignity of all individuals and in the worth of their labors. To this end, the Board of Directors will ensure that all applicants for employment and all employees are employed, assigned, supervised, promoted, compensated, and terminated in full compliance with state and federal equal opportunity statutes. No applicant for employment or current employee will experience discrimination based on race, creed, color, religion, national origin, sex, age, marital status, physical handicap, sexual orientation or disability. This statement does not extend any rights beyond those granted by the state and federal law.

Return to:
7800 Airport Center Dr.
Greensboro, NC 27409
Phone (336) 482-3855 or Fax (336) 482-3857
<http://www.cornerstone.teamcfa.org> email: cornerstoneacademyoffice@gmail.com



Cornerstone Charter Academy Administrator Questionnaire

Please answer the following questions. Use additional paper if necessary

1. What motivated you to become an administrator?
2. If you are hired as an administrator at Cornerstone Charter Academy what will your goals be for next year?
3. How do you assess effective classroom management?
4. How do you establish authority/discipline/respect from your staff?
5. What was the most frustrating thing that happened to you as a administrator or in your most recent teaching assignment?
6. What is your leadership style?
7. What qualities do you look for when hiring a teacher?
8. Tell us about a time when you needed help, where you found it, and how that has made you a better administrator.
9. As an instructional leader how do you use data?