

**VALLIVUE SCHOOL DISTRICT 139 ADMINISTRATIVE OFFICE**

5207 S. Montana Avenue, Caldwell, ID 83607

Phone 208-454-0445 / Fax 208-454-0778

www.vallivue.org

**APPLICATION FOR CERTIFICATED COUNSELING POSITION**

**Provide ALL information requested** and return your completed application to the address above. Other required materials to be submitted with the completed application form are: (1) the attached Request, Waiver and Release for Purposes of Background Check/Employee Personnel File form; (2) placement file; (3) copies of transcripts (official transcripts are not required); and (4) a copy of your credentials.

The appropriate administrators will review the applications for job openings. Screening of applicants will be based on the ability to meet the job description requirements as evidenced by the completed application, placement files, transcripts and other supportive information submitted by the applicant or acquired by the district. Additional data may be requested from the candidate or from reference. Finalists may be required to attend a personal interview. It is the candidate's responsibility to check on employment status. Applications are kept on file for one year from date of application. Vallivue School District #139 is an equal opportunity/affirmative action employer.

Full Name: \_\_\_\_\_  
(Last) (First) (Middle)

Address: \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Daytime phone: \_\_\_\_\_ Work phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

E-mail address: \_\_\_\_\_ Social Security: \_\_\_\_\_

**PROFESSIONAL INTEREST** (state grade and subject area desired in order of preference)

(1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

- Do you have a valid Idaho Teaching Certificate? \_\_\_\_\_ If yes, complete the following:  
 Title Certificate: \_\_\_\_\_  
 Date certificate issued: \_\_\_\_\_ Initial certification year: \_\_\_\_\_  
 If no, please explain when you plan to obtain your certificate.
- Have you passed the Technology Competency Exam? \_\_\_\_\_
- Are you bilingual? \_\_\_\_\_ (may not be required for position you are applying for)
- If you are interested in a coaching position or in sponsoring an activity, please complete a Coaching/Advisor Application.

Please check here if you would be willing to serve as a substitute for Vallivue School District.

**EDUCATIONAL TRAINING** (list in order of attendance)

| Name and Location of College and/or University | Dates Inclusive | Degree Earned/ Date of Degree | Major/Minor |
|--|-----------------|-------------------------------|-------------|
| _____  | _____           | _____                         | _____       |
| _____  | _____           | _____                         | _____       |
| _____  | _____           | _____                         | _____       |

**VALLIVUE SCHOOL DISTRICT #139  
 CERTIFICATED COUNSELING APPLICATION (Page 2 of 3)**

**TEACHING AND JOB-RELATED EXPERIENCE** (List most recent experience first. New teachers list student teaching. Include military, if assignment was teaching or instruction. If additional space is needed, please list on a separate sheet of paper.)

| Name and location of past employer | Superintendent/supervisor | Position held | Dates inclusive |
|------------------------------------|---------------------------|---------------|-----------------|
| _____                              | _____                     | _____         | _____           |
| _____                              | _____                     | _____         | _____           |
| _____                              | _____                     | _____         | _____           |
| _____                              | _____                     | _____         | _____           |

**JOB REFERENCES** (If you have had teaching experience, please list superintendents and principals for whom you have taught, with most recent first.)

| Name/Location | Title | Telephone # | Year  |
|---------------|-------|-------------|-------|
| _____         | _____ | _____       | _____ |
| _____         | _____ | _____       | _____ |
| _____         | _____ | _____       | _____ |
| _____         | _____ | _____       | _____ |

PLEASE ANSWER THE FOLLOWING QUESTIONS ON A SEPARATE SHEET OF PAPER AND ATTACH YOUR RESPONSES TO THIS APPLICATION. (Add any information, materials or comments you feel would be of value in appraising your abilities).

1. Why did you want to become a school counselor?
2. Explain your philosophy regarding school counseling.
3. How do you want your students to view you?
4. How would you implement the Idaho School Counseling Model?
5. Why do you want to teach in the Vallivue School District?
6. What are your major strengths as they relate to the position for which you are applying?

I hereby certify that the information herein is a true and a complete statement of my personal and professional record to date, and I give my consent to individuals involved in the screening or selection process to review any and all materials pertaining to this application and/or my selection. Falsifying information or misleading statements are grounds for immediate dismissal regardless of when falsification is discovered.

\_\_\_\_\_  
 Signature of Applicant

\_\_\_\_\_  
 Date

Hiring decisions will be made without regard to race, color, religion, national origin, sex, age, or handicap. Vallivue School District grants preference in hiring to qualified veterans as required by Idaho Code 65-503. Questions, concerns or for information regarding ADA compliance or hiring practices, contact the office of the Assistant Superintendent.

**Request, Waiver and Release for Purposes of Background  
 Check/Employee Personnel File**

|   | <b>Yes</b>               | <b>No</b>                |
|---|--------------------------|--------------------------|
| Are you able to perform the essential tasks of the job for which you are applying?  | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you ever been convicted of an offense other than a minor traffic violation?<br><small>(DUI and DWI convictions are not minor and must be reported)</small> | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you ever been arrested for a felony?   | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you ever been charged with a felony?   | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you ever been convicted of a felony?   | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you ever been arrested for a sex-related offense? <small>(even if no contest or charges dropped or pled down)</small>                                      | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you ever been charged with a sex-related offense? <small>(even if no contest or charges dropped or pled down)</small>                                      | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you ever been convicted of a sex-related offense? <small>(even if no contest or charges dropped or pled down)</small>                                      | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you ever been charged with harassment against an individual?   | <input type="checkbox"/> | <input type="checkbox"/> |
| Has any disciplinary action been taken against you for misconduct?  | <input type="checkbox"/> | <input type="checkbox"/> |
| Has your professional license ever been revoked?  | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you ever been discharged or separated from a position with a school district or been asked to sign a letter of separation?                                 | <input type="checkbox"/> | <input type="checkbox"/> |
| Are you living at the same address as a registered sex offender?  | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you ever been the subject of an investigation by a school district or other employer?  | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you ever had sanctions placed on your teaching certificate for any reason?   | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you ever been denied a teaching certificate anywhere?  | <input type="checkbox"/> | <input type="checkbox"/> |
| Is disciplinary action currently pending anywhere against your certificate?   | <input type="checkbox"/> | <input type="checkbox"/> |

The undersigned hereby releases and waives any and all claims the undersigned may have as a result of said disclosure against any prior employer providing such information to Vallivue School District 139.

The original of this document will be maintained by Vallivue School District 139 and you are requested to honor copies of the instrument bearing my signature.

**ALL QUESTIONS MUST BE ANSWERED TO BE CONSIDERED FOR EMPLOYMENT WITH  
 VALLIVUE SCHOOL DISTRICT.**

**I hereby certify that the information herein is a true and a complete statement of my personal and professional record to date, and I give my consent to individuals involved in the screening or selection process to review any and all materials pertaining to this application and/or my selection. I authorize Vallivue School District to release information about my employment to other districts. Falsifying information or misleading statements are grounds for immediate dismissal regardless of when falsification is discovered.**

In the event I seek employment in another district, I authorize Vallivue School District to release information about my employment with them.

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_