



**RUTH WASHBURN
• COOPERATIVE •
NURSERY SCHOOL**

APPLICATION FOR EMPLOYMENT

Ruth Washburn is an Equal Opportunity Employer and does not discriminate against a job applicant because of his or her race, color, religion, sex (including pregnancy), national origin, age (40 or older), disability or genetic information.

NAME _____ DATE _____

ADDRESS _____ EMAIL _____

PRIMARY PHONE _____ SECONDARY PHONE _____

REFERRED BY _____

EMPLOYMENT DESIRED (Check all that apply.)

- Position Early Childhood Teacher (must meet state requirements listed on last page)
- Early Childhood Assistant
- Other _____

Date Available _____ Hours Available _____

Have you ever been employed with us before? _____ If yes, give date _____

Have you ever filed an application with us before? _____ If yes, give date _____

Are you currently employed? _____ May we contact your present employer? _____

Employer _____

Phone _____ Position _____ How long? _____

EDUCATION

School
Attended

Course of Study/
Major

Diploma/Degree
Received

School Attended	Course of Study/ Major	Diploma/Degree Received

Please list any related courses, volunteer work, hobbies or interests. _____

Are you willing to continue your education by enrolling in courses or other training programs that may be recommended? _____

Please list community organizations in which you are active. _____

WORK EXPERIENCE

List your last four employers, starting with the last one first.

Dates Employed	Name and Address of Employer	Salary Position	Work Performed	Reason for Leaving
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Describe any specialized training, skills and extra-curricular activities _____

Other qualifications. Summarize special job-related skills and qualifications acquired from past employment or other experience. _____

PHYSICAL RECORD

Are you capable of performing the activities involved in the job for which you have applied?
A job description has been given to you ____yes ____no

EDUCATION PHILOSOPHY

Please write your philosophy of early childhood education. Feel free to use additional pages

ADDITIONAL INFORMATION

State any additional information you feel may be helpful to us in considering your application.

REFERENCES

Please list at least three persons not related to you, whom you have known at least one year.

Name: _____

Address _____ Phone _____

Name: _____

Address _____ Phone _____

Name: _____

Address _____ Phone _____

EMERGENCY CONTACT INFORMATION

Name: _____ Phone _____

Address _____ Relationship _____

GENERAL INFORMATION

1. Prior to employment, employees must submit a signed medical statement from their source of medical care stating that the employee has no known physical or emotional illness or condition which would adversely affect child care.
2. As per Colorado Law, individuals must submit fingerprints (instructions will be provided) and a background check with CBI and the FBI.
3. In compliance with the Colorado Department of Human Services, no persons shall be hired or retained as a staff member, paid or volunteer, who has:
 - a) been convicted of or admitted to or been the subject of substantial evidence of an act of child battering, child abuse, or child molesting.
 - b) used alcohol or drugs such that its effects are apparent during working hours that children are in care, or
 - c) been convicted for or admitted to any felony or any offense involving moral turpitude.

I authorize investigation of all statements contained in this application. I understand that any applicant who knowingly or willfully makes a false statement of any material fact or thing in the application is guilty of perjury in the second degree as defined in section 18-8-503, C.R.S., and, upon conviction thereof, shall be punished accordingly.

Signature _____ Date _____

Qualifications to be an Early Childhood Teacher in Colorado

Please put a check mark next to the item that pertains to you and provide copies of transcripts and hours for verification.

Education	How do you meet education requirement	Experience
<input type="checkbox"/> A Bachelor's (4 year) degree in Early Childhood Education, Elementary Education, Special Education, Family and Child Development or Child Psychology.		No additional experience required
<input type="checkbox"/> A Bachelor's (4 year) degree in an unrelated area must have two (2) three semester hour Early Childhood Education college courses with one course being either Introduction to Early Childhood Education or Guidance Strategies.		At least six (6) months (910) hours of verified experience as listed below
<input type="checkbox"/> A 2-year college degree SIXTY (60) SEMESTER HOURS, in early childhood education from a regionally accredited college or university, which must include At least two (2) three-semester hour Courses, one of which must be either Introduction to Early Childhood Education or Guidance Strategies.		At least six (6) months (910 hours) of verified experience as listed below
<input type="checkbox"/> Twelve (12) semester hours in college-level Credits Completion of twelve (12) semester hours From a regionally accredited college or university At either a two year, four year or Graduate level, in the content area of Early Childhood Education. One of The three (3) semester hour courses must be Introduction to Early Childhood Education or Guidance Strategies.		At least nine (9) months (1,395 hours) of verified experience as listed below
<input type="checkbox"/> Completion of a vocational or occupational Education sequence in child growth and Development.		At least twelve (12) months (1,820 hours) of verified experience as listed below
<input type="checkbox"/> Current certification as a Child Development Associate (CDA) or Certified Child Care Professional (CCP) or other Department approved Credential.		No college course work required. No additional experience required.
<input type="checkbox"/> A current Colorado Level I credential OR Two (2) 3 credit college courses with one course Being Intro to ECE. A current Colorado Level I credential; or, Two (2) Three-semester hour early childhood education college courses from a regionally accredited college or university at either a two year, four year or graduate level, in each of the following subject or content areas with one course being either introduction to early childhood education or guidance strategies.		At least Twenty-four (24) months (3,640 hours) of verified experience as listed below

Verified experience must be in the care and Supervision of four (4) or more Children under six (6) years of age who are not related to the individual. Satisfactory experience includes being a licensee of a family child care home; a teacher's aide or teacher in a child care center, preschool, or elementary school; or work with disabled children. You must verify the experience by a letter of hours from a previous employer, records from a licensed home childcare, or other official document.

Experience Chart- Only include hours you can verify with an official letter (on letterhead) from a previous employer.

Dates of Employment	Employer	Position Title	Ages of Children	Total hours worked