

Lynden Christian Schools

APPLICANT INSTRUCTIONS

Accounting Manager

Thank you for your interest in Lynden Christian Schools and the account manager position. We value your time and appreciate your efforts to provide us with all the information below. We would like you to know that it is the policy of Lynden Christian Schools not to discriminate on the basis of race, color, national origin, sex, age, or disability in employment, nor in its programs or activities as required by federal and state laws (to the extent applicable to the School). As a religious educational institution, Lynden Christian Schools does reserve the right and responsibility to select individuals whose beliefs are consistent with our mission.

As part of the application process, please **complete the application form located on the website in the employment tab and submit it with a cover letter and resume**. Please address the points below in your cover letter, limiting your letter/response to two pages:

- Tell us about yourself, your background, and why you are interested in serving at Lynden Christian Schools
- Respond to Lynden Christian Schools' mission with your perspective: Lynden Christian Schools is to be an effective instrument of God. Together with Christian parents and the church, we seek to educate children and young people so that they may grow and mature into perceptive and caring Christians. Finally, our goal is to produce citizens who have a transforming influence in the world.
- Describe your relationship with Jesus Christ.

Applications must be submitted electronically to the superintendent by email at employment@lynchs.org. For any questions, please contact Rex Warolin, Director of Finance and Administration, (360-318-9525, ext 1009, or rwrolin@lynchs.org).

First consideration will be given to applications received by Friday, November 3, 2017

Accounting Manager

Please answer the following questions and submit with your application.

QUALIFICATIONS	Yes	No
I have experience in:		
I have experience with and knowledge of:		
I am proficient using the following computer software:		
I am able to do the following: <ul style="list-style-type: none"> • Model a commitment to the Lord Jesus Christ, to Christian Education, and to the mission of Lynden Christian. • Encourage the concept of discipleship, stewardship, and service for students and staff. 		
If I have school-aged children, I understand that I will have the opportunity to send them to Lynden Christian as it is a condition of employment.		
I meet all other “Qualifications” as listed in the job description and application materials. If not, please describe:		

I hereby certify that all statements made above are true and correct.

Signature Date

Print Name