

VERIFICATION OF EMPLOYMENT
Educator Certification Council

To the Staff and Session of the Employing Body:

The educator named below is applying to the Educator Certification Council for recognition of performance as a Christian educator. The certification and enrollment processes are for people employed or seeking employment as professional educators in a Presbyterian Church (U.S.A.), governing body or agency under the following conditions:

To be certified as a Christian Educator or Associate, an individual must be (1) gainfully employed for more than 10 hours per week and (2) accountable to a board, agency, or governing body of the Presbyterian Church (USA).

To be enrolled as an Educational Assistant an individual must be (1) gainfully employed for more than 10 hours per week, and (2) accountable to a board, agency, or governing body of the Presbyterian Church (USA).

A completed Work Verification Form, signed by a member of the employing body and accompanied by a current position description will represent fulfillment of this requirement.

(If an individual not currently employed successfully completes all requirements for either certification or enrollment, a letter from the Educator Certification Council will be provided attesting that she/he is certifiable or is eligible for enrollment. Certification or enrollment will be granted, however, only when employment has been verified by the employing agency.)

WORK VERIFICATION

_____ is currently employed by

_____ (Name and address of church, governing body, or agency)

for _____ hours per week/month (circle one).

Signed: _____
Title Date

Please attach a current position description and mail to:

EDUCATOR CERTIFICATION COUNCIL
100 Witherspoon Street, Room 4615
Louisville, KY 40202-1396
(502) 569-5751
www.pcusa.org/christianeducators