

# VOLUNTEER APPLICATION

### FOR OFFICE USE ONLY

Background Check Date:\_\_\_/ \_\_\_ / \_\_\_

References Checked By: \_\_\_\_\_\_\_\_\_\_\_

KidTrax Club ID #: \_\_\_\_\_\_

**BASIC INFORMATION**

First Name:

Last Name:

Suffix:

Date: / /

Address:

City:

State:

Zip:

Mobile Ph: \_\_\_\_\_\_ - \_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_

Work Ph: \_\_\_\_\_\_ - \_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_

Email:

Emergency Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Emergency Contact Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_\_

Are you seeking to volunteer in order to satisfy a court-ordered community service? YES NO

If yes, please explain: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## SKILLS AND EXPERIENCE

What is your educational background?

What hobbies, interests and activities do you enjoy?

What is your occupation?

Do you have past volunteer experience?

To help us determine which volunteer activities you might like to participate in, please check all areas that interest you:

|  |  |  |  |
| --- | --- | --- | --- |
|  Homework Help |  Music/Songwriting |  Nutrition Program |  Assisting with Events/Fundraising |
|  Athletics Leagues |  Arts & Crafts |  Chaperoning Field Trips |  Mentorship |
|  Daily Gym Activities |  Reading |  STEM/Computer Science |  Teen Programs |

Please list any other strengths or passions you have that you might like to share with Club members:

## AVAILABILITY

Please provide the days/times you wish to volunteer:

MONDAY:

TUESDAY:

WEDNESDAY:

THURSDAY:

FRIDAY: \_\_\_\_\_\_\_\_\_\_

Please check which closest represents the frequency you wish to volunteer:

 1-2 times/week 3-4 times/week 1-2 times/month Specific program/event only

## EMPLOYMENT

Current Employer:

Supervisor Name:

Phone \_\_\_\_\_\_ - \_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_

Address:

City:

State:

Zip:

Would you like us to notify your employer of your volunteer service (circle one)? YES NO

Does your employer participate in a “matching grant” program for hours served at non-profit organizations (circle one)? YES NO DO NOT KNOW

**Please list two references who know you well and can attest to your character, skill, and dependability:**

Name:

Phone: \_\_\_\_\_\_ - \_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_

Years Known:

Name:

Phone: \_\_\_\_\_\_ - \_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_

Years Known:

##

## ADDITIONAL INFORMATION

Do you currently use illegal drugs? YES NO

Have you ever been convicted of an illegal offense? YES NO

Have you ever been convicted of child abuse or neglect or is there a pending criminal charge against you for child abuse or neglect? YES NO Has your driver’s license ever been suspended or revoked? YES NO

Are there any other facts of circumstance, involving you or your background, which would call into question you being entrusted with supervision and care of young people? YES NO

If you answered “YES” to any of these questions, please explain in further detail:

PLEASE FILL OUT THE ATTACHED BACKGROUND CHECK CONSENT FORM

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**FOR OFFICE USE ONLY**

This background check is for a **(**circle one): Employee Volunteer Other

If Other, please explain: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Screened by: \_\_\_\_\_\_

Entered into KidtRax by: \_\_\_\_\_\_

Club ID #: \_\_\_\_\_\_

**BACKGROUND INVESTIGATION CONSENT**

I, (print full name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby authorize Boys & Girls Club of Bartlesville and/or its agents to make an independent investigation of my background, references, character, past employment, education, credit history, criminal or police records, including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my Application and /or obtaining other information which may be material to my qualifications for employment now and, if applicable, during the tenure of my employment or volunteer duty with the Boys & Girls Club.

I release Boys & Girls Club of Bartlesville and/or its agents and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims or law suits in regards to the information obtained from any and all of the above referenced sources used.

The following is my true and complete legal name and all information is true and correct to the best of my knowledge.

First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Middle Initial: \_\_\_\_\_\_ Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Maiden Name or Other Names Used: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mobile/Home Phone: \_\_\_\_\_\_ - \_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_ Work Phone: \_\_\_\_\_\_\_ - \_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_

How long have you been at this address? \_\_\_\_\_ Years \_\_\_\_\_ Months (If less than 2 years, please fill out Former Address below)

Former Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_

Social Security Number: \_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_ - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_

Driver’s License Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State of Issue: \_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_

**IF UNDER 18 – PARENT SIGNATURE REQUIRED**

**Parent Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**NOTE: The above information is required for identification purposes only, and is In no manner used as a qualification for employment or volunteering. Boys** & **Girls Club of Bartlesville is an Equal Opportunity Employer, and does not discriminate on the basis of Sex, Race, Religion, Age (40 and over), Handicap or National Origin**