

Boys & Girls Club Of Carbon County

Release of Information

PLEASE PRINT LEGIBLY

Last Name: _____ First: _____ Middle: _____

Maiden Name, Nick Name or Alias: _____

Date of Birth: _____ Social Security Number: _____

Address: _____ Phone Number: _____

City: _____ State: _____ Zip: _____

Driver License Number & State: _____ Male: _____ Female: _____

Role at the Club Staff: _____ Volunteer: _____ Email _____

List all addresses you have lived at in the past 10 years:

Address: _____ City: _____ State: _____ Zip: _____

Address: _____ City: _____ State: _____ Zip: _____

Address: _____ City: _____ State: _____ Zip: _____

Address: _____ City: _____ State: _____ Zip: _____

I am an applicant for a professional or volunteer position with the Boys & Girls Club of Carbon County. As part of the application process, I hereby authorize the Boys & Girls Club of Carbon County to check with local, state and national traffic and/or law enforcement agencies regarding my driving record, and any and all arrests and convictions which would cause question of my ability to supervise or give constructive guidance to children including local, state and national sexual offender search. I understand that any information obtained from these checks can be used by the Boys & Girls Club of Carbon County to evaluate my ability to serve. I understand that if I am accepted for a position, continued employment or volunteer service is contingent upon ANNUAL background checks revealing acceptable information. A photocopy of this form with my signature is as valid as the original.

I hereby authorize any traffic and/or law enforcement agency to release any information they obtain from the above checks to:

Boys & Girls Club of Carbon County
24 W. 9th Street
PO BOX 11
Red Lodge, MT 59101

Signature: _____ Date: _____

4/8/2025

Submitted by: _____

Date Submitted: _____



BOYS & GIRLS CLUB
OF CARBON COUNTY

Boys & Girls Club of Carbon County
24 W 9th Street
PO BOX 11
Red Lodge, MT 59068
Phone: 406-446-2582

DATE: _____

POSITION APPLIED FOR: Full Time _____ Part Time _____ VOLUNTEER _____

DATE YOU CAN START: ___/___/___ SALARY RANGE _____ TO _____

EQUAL OPPORTUNITY EMPLOYER: It is our policy to abide by all Federal and State laws prohibiting employment discrimination solely on the basis of a person's race, color, creed, national origin, religion, age, sex, marital status, or physical handicap, except where a reasonable, bona fide occupational qualification exists.

PLEASE PRINT IN INK OR TYPE:

PERSONAL DATA

NAME (LAST) (FIRST) MI SOCIAL SECURITY NUMBER

ADDRESS STREET CITY STATE ZIP CODE

PHONE NUMBER _____ DRIVERS LICENSE _____ YES _____ NO _____

STATE ISSUED _____ LICENSE NUMBER _____

Emergency Contact Name & Number _____

PREVIOUS ADDRESSES DURING THE LAST FIVE YEARS

Address City State Zip

Address City State Zip

Address City State Zip

Have you previously worked in a Boys & Girls Club? _____ YES _____ NO

If yes, what Boys & Girls Club organization did you work for? _____

Dates Employed: From _____ to _____

Name of Supervisor: _____

List the former work experience beginning with most recent.

NAME OF EMPLOYER		TYPE OF BUSINESS		
ADDRESS	CITY	STATE	ZIP CODE	PHONE
DATES EMPLOYED	FROM:		TO:	
MAY WE CONTACT	<input type="checkbox"/> Yes		<input type="checkbox"/> No	
WAS EMPLOYMENT	<input type="checkbox"/> FULL TIME		<input type="checkbox"/> PART TIME	
REASON FOR LEAVING:				

List the former work experience beginning with most recent.

NAME OF EMPLOYER		TYPE OF BUSINESS		
ADDRESS	CITY	STATE	ZIP CODE	PHONE
DATES EMPLOYED	FROM:		TO:	
MAY WE CONTACT	<input type="checkbox"/> Yes		<input type="checkbox"/> No	
WAS EMPLOYMENT	<input type="checkbox"/> FULL TIME		<input type="checkbox"/> PART TIME	
REASON FOR LEAVING				

Education and Training

HIGH SCHOOL COMPLETE ADDRESS GRADUATED YES NO

COLLEGE OR UNIVERSITY COMPLETE ADDRESS MAJOR DEGREE/YEAR

COLLEGE OR UNIVERSITY COMPLETE ADDRESS MAJOR DEGREE/YEAR

TRADE SCHOOL ADDRESS SUBJECTS YEAR COMPLETED

APPRENTICE SCHOOL ADDRESS SUBJECTS YEAR COMPLETED

LIST ANY OTHER EDUCATION, TRAINING, SPECIAL SKILLS OR CERTIFICATES/LICENSES THAT YOU POSSESS RELATED TO THIS JOB:

Are you computer literate? ___ Yes ___ No If yes what applications are you fluent in?

Have you been convicted of a felony or misdemeanor? Yes No
(Conviction will not necessarily disqualify an applicant from employment)
If yes, please explain:

References

LIST ONE PERSONA KNOWN, UNRELATED TO YOU FOR AT LEAST THREE YEARS:

- 1.
- 2.
- 3.

Please read carefully before signing. If you have any questions regarding the following statement, please ask for assistance.

I certify that, to the best of my knowledge and belief, the answers given by me to the foregoing questions and the statements made by me in this application are correct and complete. I understand that any false information contained in this application may result in my discharge.

I authorize you to communicate with all my former employers, school officials and persons named as references. I hereby release all employers, schools and individuals from any liability for any damage whatsoever resulting from giving such information.

I understand that as this organization deems necessary, I may be required to work overtime hours or hours outside a normally defined work day or work week. If employed, I understand and agree that such employment may be terminated at any time and without any liability to me for any continuation of salary, wages or employment related benefits.

I hereby authorize the Boys & Girls Clubs of Carbon County to check with local, state and national traffic and/or law enforcement agencies regarding my driving record and any and all arrests and convictions, which would cause question of my ability to supervise or give constructive guidance to children including local, state and national sexual offender search. I understand that any information obtained from these checks can be used by the Boys & Girls Clubs of Carbon County to evaluate my application for employment. I understand that if I am accepted for a position, continued employment is contingent upon ALL background checks revealing acceptable information.

DATE: _____ SIGNATURE _____

FOR OFFICE USE ONLY:	
References checked: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date: _____ Background Check: <input type="checkbox"/> Yes <input type="checkbox"/> No Date: _____
Position Offered: <input type="checkbox"/> Yes <input type="checkbox"/> No	Start Date: _____ Salary: _____
Location: _____	Position Title: _____