

Boys & Girls Clubs of Emerald Valley

VOLUNTEER APPLICATION



The Boys & Girls Clubs of Emerald Valley (BGCEV) does not discriminate on the basis of race, religion, national origin, color, gender, age, marital status, family relationships, sexual orientation, worker's compensation, disability, veteran's status, or any other reason prohibited by law.

This application will be considered for the specific position for which you are applying and will be kept on file.

APPLICANT INFORMATION															
Last Name						First				M.I.		Date			
Street Address									Apartment/Unit #						
City						State & County				ZIP					
Phone						E-mail Address									
Date Available					Social Security No.						Birth Date				
Position Applied for															
Are you a citizen of the United States?				YES <input type="checkbox"/>		NO <input type="checkbox"/>		If no, are you authorized to work in the U.S.?				YES <input type="checkbox"/>		NO <input type="checkbox"/>	
Have you ever worked for the Boys & Girls Clubs of Emerald Valley?				YES <input type="checkbox"/>		NO <input type="checkbox"/>		If so, when?							
Have you ever been convicted of a felony?				YES <input type="checkbox"/>		NO <input type="checkbox"/>		If yes, explain							
EDUCATION															
High School						Address									
From			To		Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		Degree				
College						Address									
From			To		Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		Degree				
Other						Address									
From			To		Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		Degree				
REFERENCES															
<i>Please list three professional references.</i>															
Full Name							Relationship								
Company							Phone								
Address															
Full Name							Relationship								
Company							Phone								
Address															
Full Name							Relationship								
Company							Phone								
Address															

PREVIOUS EMPLOYMENT/VOLUNTEER EXPERIENCES

This entire section must be complete. List all work/volunteer experience, paid or unpaid beginning with your most current work/volunteer experience. The Boys & Girls Clubs of Emerald Valley will use the following information to perform employment/volunteer verification.

Company #1					Phone		
Address					Supervisor		
Job Title				Starting Salary	\$	Ending Salary	\$
Responsibilities							
From		To		Reason for Leaving			
<input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Volunteer							
Company #2					Phone		
Address					Supervisor		
Job Title				Starting Salary	\$	Ending Salary	\$
Responsibilities							
From		To		Reason for Leaving			
<input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Volunteer							
Company #3					Phone		
Address					Supervisor		
Job Title				Starting Salary	\$	Ending Salary	\$
Responsibilities							
From		To		Reason for Leaving			
<input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Volunteer							

Days/Times Available to Work:

Days	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Hours							

APPLICANT STATEMENT AND SIGNATURE

I certify that all information I have provided in order to apply for and secure work with the employer is true, complete, and correct.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (1) cancel further consideration of this application, or (2) immediately discharge me from the employer's service, whenever it is discovered.

I, _____, hereby authorize any representative of the Boys & Girls Clubs of Emerald Valley bearing this release to obtain any information from schools, residential management agents, employers, criminal justice agencies, or individuals relating to my activities. This information may include, but is not limited to, academic residential, achievement, performance, attendance, personal history, disciplinary, arrest, and conviction records. I hereby direct you to release such information upon request of the bearer. I understand that the information released is for official use by the Boys & Girls Clubs of Emerald Valley and may be disclosed to such third parties as necessary in the fulfillment of official responsibilities.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state, or federal law.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied, oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the CEO of the Boys & Girls Clubs of Emerald Valley.

I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and the federal immigration laws require me to complete an I-9 Form in this regard.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT

I certify that I have read, fully understand, and accept all the terms of the foregoing Applicant Statement.

Signature:				Date:	
Printed Name of Applicant :					



AUTHORIZATION AND RELEASE TO OBTAIN INFORMATION

Under the provisions of the Fair Credit Reporting Act, 15 USC, Section 1681 et seq., the Americans with Disabilities Act and all applicable federal, state, and local laws, I hereby authorize and permit VeriScreen, Inc. aka VeriRent to obtain a consumer report and/or an investigative consumer report which may include the following:

1. My employment records;
2. Records concerning any driving, criminal history, credit history, civil record, workers' compensation (post-offer only) and drug testing;
3. (For truck drivers only) In accordance with the Department of Transportation Motor Carrier Safety Regulations, Section 382.413, information concerning alcohol and controlled substances for the past 3 years;
4. Verification of my academic and/or professional credentials; and information and/or copies of documents from any military service records.

I understand that an "investigative consumer report" may include information as to my character, general reputation, personal characteristics, and mode of living, which may be obtained by interviews with individuals with whom I am acquainted or who may have knowledge concerning any such items of information. I am entitled to know if employment or promotion is denied because of information obtained by my prospective employer from a Consumer Reporting Agency.

I agree that a copy of this authorization has the same effect as an original and if my application is accepted I understand that VeriScreen will be allowed to perform a background check on a yearly/quarterly or during the process of determining a promotion, re-certification, continued qualification or as the result of reasonable suspicion.

I understand and acknowledge that under provision of the Fair Credit Reporting Act I may request a copy of any consumer report from the consumer reporting agency that compiled the report, after I have provided proper identification.

I authorize VeriScreen, Inc. aka VeriRent to obtain and prepare an investigative consumer report as set forth above, as part of its investigation of my employment application. This authorization shall remain in effect over the course of my employment. Reports may be ordered periodically during the course of my employment. **NOTE:** Except for those states where an annual release is required, i.e. California (CALIFORNIA – Continuing consent concept is inapplicable and a separate authorization must be requested each time a report is ordered. - CA Civ. Code 1786.22)

New York and Maine applicants or employees only: You have the right to inspect and receive a copy of any investigative consumer report requested by the Company by contacting the consumer reporting agency identified above directly. You may also contact the Company to request the name, address, and telephone number of the nearest unit of the consumer reporting agency designated to handle inquiries, which the Company shall provide within 5 days.

New York applicants or employees only: Upon request, you will be informed whether or not a consumer report was requested by the Company, and if such report was requested, informed of the name and address of the consumer reporting agency that furnished the report. By signing below, you also acknowledge receipt of Article 23-A of the New York Correction Law.

Oregon applicants or employees only: Information describing your rights under federal and Oregon law regarding consumer identity theft protection, the storage and disposal of your credit information, and remedies available to you should you suspect or find that the Company has not maintained secured records is available to you upon request.

Washington State applicants or employees only: You also have the right to request from the consumer reporting agency a written summary of your rights and remedies under the Washington Fair Credit Reporting Act.

California applicants or employees only: By signing below you also acknowledge receipt of the Notice Regarding Background Investigation Pursuant to California Law. Please check this box and return this page if you would like to receive a copy of an investigative consumer report or consumer credit report at no charge if one is obtained by the Company whenever you have a right to receive such a copy under California Law.

Minnesota and Oklahoma applicants or employees only: Please check this box and return this page if you would like to receive a copy of a consumer report if one is obtained by the Company.

Full Name: _____

(Please print clearly)

Signature

Date

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

International Address: If Applicable _____

DOB: _____ SS# _____ Driver's License Number: _____

Email: _____

Date of birth is being requested only for the purpose of identification in obtaining accurate retrieval of records, and will not be used for discriminatory purposes

Please list all additional addresses where you have lived in the last 10 years with the approximate dates.

Address

Dates

_____	_____
_____	_____
_____	_____
_____	_____



BOYS & GIRLS CLUBS
OF EMERALD VALLEY

FOR STAFF/VOLUNTEERS

Warnings Relating to Coronavirus/COVID-19 for Onsite Work or Volunteer Service

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. **COVID-19 is extremely contagious** and has significant person-to-person spread. As a result, federal, state, and local governments and federal and state health agencies have recommended social distancing measures and have, in many locations, required ongoing prohibitions on the congregation of groups of people of various sizes.

While COVID-19 can cause mild symptoms in some individuals, it can lead to severe illness and even death in others. **Adults over age 65** and **people of any age with serious underlying medical conditions** including, but not limited to, **HIV, asthma and other respiratory conditions**, and **pregnancy**, may be a **higher risk for more serious complications from COVID-19**.

Boys & Girls Clubs of Emerald Valley has made the decision to continue providing emergency childcare services now that community transmission rates have declined and has put in place preventative measures to reduce the spread of COVID-19, guided by the CDC and local health agencies. These include, but are not limited to social distancing, daily health screenings, increased sterilization, contact tracing and required hand-washing to reduce the spread of COVID-19; however, the Club **cannot guarantee** that you will not become infected with COVID-19. Further, working on-site at the Club **could increase** your risk of contracting COVID-19.

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By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that I may be exposed to or infected by COVID-19 by working or volunteering onsite at the Club and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 at the Club may result from the actions, omissions, or negligence of myself and others, including, but not limited to, Club employees, volunteers, and program participants and their families.

My decision to continue working onsite at the Club is exclusively my own, and made in full understanding and acceptance of the foregoing risks. My employer, Boys & Girls Clubs of Emerald Valley, has shared with me and I understand my leave options.

Signature of Employee/Volunteer

Date

Printed Name