



BOYS & GIRLS CLUBS
OF THE NORTH VALLEY

Application for Employment/Volunteer

(Please Type or Print)

Equal Opportunity Employer

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, color, race, creed, national origin, religious persuasion, marital status, political belief, or disability.

NOTE: If you're applying to become an employee please fill out all sections completely except sections that read (N/A for employees) and to become a volunteer fill out all sections completely except sections that read (N/A for volunteers).

I. GENERAL

NAME (Last) (First) (Middle Initial)	TELEPHONE (Area Code)
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OTHER NAMES USED/ALIAS	EMAIL ADDRESS
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PRESENT ADDRESS (Include: Street & #, City, State, Zip Code)

PERMANENT ADDRESS (If different than above)

ARE YOU AUTHORIZED TO WORK IN THE UNITED STATES? <input type="checkbox"/> YES <input type="checkbox"/> NO	ARE YOU AT LEAST 18 YEARS OF AGE? <input type="checkbox"/> YES <input type="checkbox"/> NO	IF NOT, DO YOU HAVE A WORK PERMIT? <input type="checkbox"/> YES <input type="checkbox"/> NO
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HOW WERE YOU REFERRED TO BOYS & GIRLS CLUBS OF THE NORTH VALLEY?

PREVIOUS EMPLOYMENT WITH BOYS & GIRLS CLUB? (If any, give dates, position, location)

DO YOU HAVE ANY RELATIVES EMPLOYED (OR FORMERLY EMPLOYED) BY THE BOYS & GIRLS CLUBS OF THE NORTH VALLEY?

HAVE YOU BEEN CONVICTED OF, PLEAD GUILTY TO, AND/OR PLED *NOLO CONTENDRE* TO A CRIME (FELONY OR MISDEMEANOR, INCLUDING BUT NOT LIMITED TO SEXUAL OFFENDER CRIMES, THEFT, BANKING FRAUD, DRUG AND/OR ALCOHOL-RELATED OFFENSES, ASSULT, ETC.)? If yes, please explain (state, date, court, type of crime, place of occurrence, disposition):

YES _____

NO

Note: Conviction of a crime will not necessarily disqualify you for employment. Each conviction will be judged on its own merit with respect to time and job relatedness and set policy.

II. POSITION APPLIED FOR

TITLE	CLUB SITE & CITY	SALARY REQUESTED (N/A for Volunteers)
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WILLINGNESS TO TRAVEL <input type="checkbox"/> YES <input type="checkbox"/> NO	WILLINGNESS TO WORK: EVENINGS <input type="checkbox"/> YES <input type="checkbox"/> NO WEEKENDS <input type="checkbox"/> YES <input type="checkbox"/> NO OVERTIME <input type="checkbox"/> YES <input type="checkbox"/> NO
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DATE AVAILABLE	WHERE DID YOU SEE OR HEAR ABOUT POSITION?
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III. EDUCATION					
SCHOOL	NAME AND LOCATION	MAJOR	GRADUATE		DEGREE
			YES	NO	
HIGH SCHOOL					
COLLEGE OR UNIVERSARY					
OTHER SCHOOLS (Graduate technical, business, military, etc.)					

IV. EMPLOYMENT HISTORY
Start with most current. Please include all employment for the last five years.

COMPANY NAME		POSITION HELD			
COMPANY ADDRESS (Street & No.)		(City)	(State)	(Zip)	
START DATE	END DATE	STARTING SALARY	LAST SALARY (N/A for Volunteers)		
SUPERVISOR'S NAME	SUPERVISOR'S TITLE	TELEPHONE	MAY WE CONTACT EMPLOYER		
			<input type="checkbox"/> YES <input type="checkbox"/> NO		
REASON FOR LEAVING (N/A for Volunteers)					

COMPANY NAME		POSITION HELD			
COMPANY ADDRESS (Street & No.)		(City)	(State)	(Zip)	
START DATE	END DATE	STARTING SALARY	LAST SALARY (N/A for Volunteers)		
SUPERVISOR'S NAME	SUPERVISOR'S TITLE	TELEPHONE	MAY WE CONTACT EMPLOYER		
			<input type="checkbox"/> YES <input type="checkbox"/> NO		
REASON FOR LEAVING (N/A for Volunteers)					

COMPANY NAME		POSITION HELD			
COMPANY ADDRESS (Street & No.)		(City)	(State)	(Zip)	
START DATE	END DATE	STARTING SALARY	LAST SALARY (N/A for Volunteers)		
SUPERVISOR'S NAME	SUPERVISOR'S TITLE	TELEPHONE	MAY WE CONTACT EMPLOYER		
			<input type="checkbox"/> YES <input type="checkbox"/> NO		
REASON FOR LEAVING (N/A for Volunteers)					

NOTE: Use a separate sheet to list additional employers, if necessary. We will contact all of the employers listed on this application unless you specifically say not to contact them. Please include your reason for the exclusion. (N/A for Volunteers)

REFERENCES

VI. Please include three references. Do not include relatives.

NAME	OCCUPATION	YEARS KNOWN
ADDRESS (Include: Street & #, City, State, Zip Code)		TELEPHONE (Area code)
NAME	OCCUPATION	YEARS KNOWN
ADDRESS (Include: Street & #, City, State, Zip Code)		TELEPHONE (Area code)
NAME	OCCUPATION	YEARS KNOWN
ADDRESS (Include: Street & #, City, State, Zip Code)		TELEPHONE (Area code)

VII. FOR EMPLOYMENT (N/A for Volunteers)

ALL EMPLOYEE APPLICANTS: Please enclose a copy of your most recent resume and a cover letter addressed to: Search Committee Boys & Girls Clubs of the North Valley 601 Wall Street, Chico, CA 95928. Please attach a one-page typed summary explaining:

1. Why you are the best candidate for the position you have applied.
2. What you hope to achieve at the Boys & Girls Clubs of the North Valley.
3. Describe a program that you would like to implement at the Club that relates to the position you are applying.

VIII. FOR VOLUNTEERING (N/A for Employees)

PLEASE CHECK WHICH AREA(S) YOU WOULD LIKE TO VOLUNTEER:

- RECREATIONAL COUNSELOR CLUBHOUSE
 P.A.L.S. Program CLUBHOUSE (Inclusion program with one on one mentoring)
 INTERN CLUBHOUSE

Note: Clubhouse Volunteer Times vary between Monday-Friday 2-6PM

- TEEN CENTER VOLUNTEER
 P.A.L.S. Program TEEN CENTER (Inclusion program with one on one mentoring)
 INTERN TEEN CENTER

Note: Teen Center Volunteer Times vary between Monday 3-6PM & Tuesday-Friday 3-8PM

- R.A.V.E. VOLUNTEER (Rewarding Approaches to Volunteer Experiences)
 L.I.T VOLUNTEER (Leaders In Training)
 C.I.T. (Counselor In Training)

Note: R.A.V.E, L.I.T. and C.I.T. programs are for Teens ages 14-17. *Must be or become a Teen Center.

SPORTS/FITNESS VOLUNTEER: What sports or activities? _____

TUTORING VOLUNTEER: What subjects and grade levels? _____

SPECIAL EVENT VOLUNTEER (On-call for fundraisers or special events) What special event(s) if known? _____

CALIFORNIA STATE UNIVERSITY CHICO VOLUNTEER: Class Title & Professor: _____

BUTTE COMMUNITY COLLEGE VOLUNTEER: Class Title & Professor: _____

SERVICE GROUP/ORGANIZATION: _____

PLEASE LIST ANY HOBBIES, SKILLS, AND SPECIAL INTERESTS: _____

NOTE: Upon submitting a volunteer application, pick up a Live Scan (background check) form from the Club and contact the Chico Police Department at 897-4900 to set up a free appointment. Volunteers must bring a valid ID and Live Scan form to the Chico Police Department. You will be called to set up an interview and volunteer orientation if application process clears. Call us with any questions at 899-0335. *If applicants choose to go to another Live Scan facility you will not be reimbursed for fees paid.

IX. ALL EMPLOYEE & VOLUNTEER APPLICANTS

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? Yes No

If answered No, please describe the function that cannot be performed: _____

Some of our families do not speak English. Do you speak, write or understand any foreign languages? Yes No

If answered Yes, which language (s): _____

Please Read Carefully, Initial Each Paragraph and Sign Below.

Initials I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment/volunteering shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

Initials I hereby authorize the Boys & Girls Clubs of the North Valley (BGCNV) to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notices of such disclosure. In addition, I hereby release BGCNV and all other persons, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

Initials I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment/volunteering, if hired, is intended to create an employment contract between me and the BGCNV. In addition, I understand and agree that if I am employed or an excepted volunteer, my employment or volunteer position is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the BGCNV, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by the BGCNV's designated representative.

Initials Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien or outstanding judgment) be conducted by internal personnel employed by the BGCNV, I am entitled to copies of any such public records obtained by the BGCNV unless I mark the check box below. If I am not hired as a result of such information, I am entitled to a copy of any such records even though I have checked the box below.
 I waive receipt of a copy of any public record described in the paragraph above.

Applicant's Signature

Date