



VOLUNTEER APPLICATION

150 Richwood Road, P.O. Box 83
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BOYS & GIRLS CLUBS
 OF DETROIT LAKES & PERHAM

GREAT FUTURES START HERE.

Our mission is "to enable all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens."

PERSONAL INFORMATION (please print)

Name	First	Middle	Last
Current Date	\ \	Email	
Physical Address			
Mailing Address (if different)			
City	State	ZIP	
Home Phone	Cell Phone		
Type of Volunteer Position Sought	<input type="checkbox"/> Volunteer <input type="checkbox"/> High School Requirement <input type="checkbox"/> Intern/Practicum <input type="checkbox"/> Other _____ (specify) Preferred Focus Area <input type="checkbox"/> Programming <input type="checkbox"/> Health & Physical Recreation <input type="checkbox"/> Social Recreation <input type="checkbox"/> Homework Help/Tutoring <input type="checkbox"/> Small Group Leadership <input type="checkbox"/> Arts & Crafts Activities <input type="checkbox"/> Teens <input type="checkbox"/> Administrative <input type="checkbox"/> _____ (specify) <input type="checkbox"/> Transportation <input type="checkbox"/> Fundraising Events <input type="checkbox"/> Other _____ (specify) Number of Hours Sought/Frequency _____		
Seasons/Days/Hours Available to Volunteer (check all that apply, fill in other information as appropriate)	<input type="checkbox"/> School Year (September through May) <input type="checkbox"/> Summer (June through August) <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday		
Have you ever been employed by or volunteered for a Boys & Girls Club?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, which Club, what did you do, and when?		
Referral Source	<input type="checkbox"/> Newspaper ad <input type="checkbox"/> Radio ad <input type="checkbox"/> Job service/career office <input type="checkbox"/> Internet <input type="checkbox"/> Club employee <input type="checkbox"/> Walk-in <input type="checkbox"/> Family or friend <input type="checkbox"/> Other		

EDUCATION

School	Name & Location of School	Course of Study	# of Years Completed	Graduated	Degree
High School				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Vocational/ Technical				<input type="checkbox"/> Yes <input type="checkbox"/> No	
College				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other				<input type="checkbox"/> Yes <input type="checkbox"/> No	

EMPLOYMENT HISTORY (list most recent first)

Employer #1			
Company		Supervisor	
Address		Phone	
City, State, ZIP		Dates Employed	/ / to / /
Job Title		May we contact?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Job Duties			
Employer #2			
Company		Supervisor	
Address		Phone	
City, State, ZIP		Dates Employed	/ / to / /
Job Title		May we contact?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Job Duties			
Employer #3			
Company		Supervisor	
Address		Phone	
City, State, ZIP		Dates Employed	/ / to / /
Job Title		May we contact?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Job Duties			

MILITARY SERVICE

Branch		Dates	/ / to / /
Rank at Discharge		Type of Discharge	

VOLUNTEER EXPERIENCE

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Organization #1			
Company		Contact Person	
Address		Phone	
City, State, ZIP		Dates Volunteered	/ / to / /
Duties			
Reason for Leaving			
Organization #2			
Company		Contact Person	
Address		Phone	
City, State, ZIP		Dates Volunteered	/ / to / /
Duties			
Reason for Leaving			

PERSONAL REFERENCES (exclude previous supervisors and relatives)

Name		Phone #1	
Relationship		Phone #2	
Name		Phone #1	
Relationship		Phone #2	

GENERAL INFORMATION

Please include any other information you think would be helpful to us in considering you as a volunteer for our organization. If you are requesting a specific volunteer position, tell us about activities, accomplishments, other skills and abilities, etc. that would help you be successful.

The Boys & Girls Club of Detroit Lakes is part of a nationwide and local effort to help assure the protection of children from abuse and exploitation. Therefore, to safeguard the wellbeing of the youth we serve, the Boys & Girls Club will investigate the accuracy of information provided in the application process for all volunteer applicants before appointment takes place. This investigation may include, but is not limited to, reference checking with past employers, the military, schools, appropriate volunteer agencies, police departments, government agencies, and personal references.

The Boys & Girls Club is an equal opportunity employer and service provider. We are dedicated to a policy of nondiscrimination in employment on any basis (including a volunteer basis), including but not limited to race, color, creed, religion, national origin, sex, age, marital status, disability, protected veteran status, sexual orientation, or status in regard to public assistance.

Applications remain on file for twelve (12) months.

Conditions of volunteer service: All volunteers of the Boys & Girls Club of Detroit Lakes serve at their own will. They are retained at the discretion of the Club’s executive director and the Club’s Board of Directors. The Boys & Girls Club retains sole discretion to make determinations of appropriate action to be taken in response to inappropriate, improper, or illegal volunteer conduct. The executive director and Board of Directors shall retain sole discretion to determine the definition of inappropriate or improper conduct. Additional policies may be added from time to time as necessary, without prior notice, at the discretion of the executive director or the Board of Directors.

All individuals conditionally offered a volunteer service position at the Boys & Girls Club of Detroit Lakes will be subject to a criminal background check at the time the offer is communicated. Volunteer service with the Boys & Girls Club is contingent on the results of the criminal background check. Individuals on whom a criminal background check will be conducted will complete a form providing their consent to the check being completed and providing all relevant information necessary to complete the criminal background check. The Club’s Employee & Volunteer Background Check Policy sets forth the guidelines used by Boys & Girls Club in making volunteer service decisions as related to information obtained in background check(s). Criminal background checks will be performed on all volunteers every 12 months.

APPLICANT’S STATEMENT OF AGREEMENT

I hereby affirm that the information provided on this application is true and complete to the best of my knowledge and agree that falsification or significant omissions may disqualify me from further consideration for volunteer service and may be considered justification for dismissal if discovered at a later date.

I authorize persons, schools, current and previous employers and organizations named in this application (and accompanying resume, if any) to provide the Boys & Girls Club of Detroit Lakes with relevant information that may be required to arrive at a decision relative to my volunteer service with Boys & Girls Club of Detroit Lakes.

Applicant Signature

Date