



MERRIMACK VALLEY YMCA

Application for Employment and Program Volunteers

We consider applicants for all positions without regard to race, color, religion, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. All employment decisions shall be consistent with the principles of equal employment opportunity.

The Merrimack Valley YMCA has a zero tolerance for abuse and will not tolerate the mistreatment or abuse of youth in its programs. Any mistreatment or abuse by an employee or volunteer will result in disciplinary action, up to and including termination of employment or volunteer service. All employees of the Merrimack Valley Y are mandated reporters and all suspected abuse will be reported to the appropriate agency and law enforcement.

PLEASE PRINT

Position Applied For: _____

Date: _____

Branch: Andover/N. Andover Lawrence Methuen Administrative Office Camping Services

Last Name			First Name		Middle Name
Address	Street	City		State	Zip
Telephone #	Email Address				

If you are under 18 years of age, can you provide required proof of your eligibility to work? yes no

Do you have the legal right to be employed in the U. S? yes no

Do you have relatives/friends who work at our YMCA?
If yes, who are they and what relationship are they to you? yes no

Have you previously been employed by the YMCA?
If yes, please provide details (town/city, dates of employment and title) yes no

What interest you about the position you are applying to?

EDUCATION

	Name/City/State of School	Course of Study	Years Completed	Diploma Degree
High School				
College				
Other (specify)				

EMPLOYMENT EXPERIENCE

EMPLOYER	DATESEMPLOYED From: _____ TO: _____
ADDRESS	SUPERVISOR
JOB TITLE	TELEPHONE
May we contact as a reference? <input type="checkbox"/> yes <input type="checkbox"/> no	
REASON FOR LEAVING _____	
EMPLOYER	DATESEMPLOYED From: _____ TO: _____
ADDRESS	SUPERVISOR
JOB TITLE	TELEPHONE
May we contact as a reference? <input type="checkbox"/> yes <input type="checkbox"/> no	
REASON FOR LEAVING _____	
EMPLOYER	DATESEMPLOYED From: _____ TO: _____
ADDRESS	SUPERVISOR
JOB TITLE	TELEPHONE
May we contact as a reference? <input type="checkbox"/> yes <input type="checkbox"/> no	
REASON FOR LEAVING _____	
EMPLOYER	DATESEMPLOYED From: _____ TO: _____
ADDRESS	SUPERVISOR
JOB TITLE	TELEPHONE
May we contact as a reference? <input type="checkbox"/> yes <input type="checkbox"/> no	
REASON FOR LEAVING _____	

How does your work experience make you a good fit for this position? _____

Why do you want to work with Youth? _____

What age group or sex do you prefer to work with? _____

List 3 strengths you have in working with Youth? _____

List 3 challenges you have in working with Youth? _____

OTHER QUALIFICATIONS

Summarize special job-related skills and qualifications acquired from employment or other experience.

VOLUNTEER EXPERIENCE

Please list your volunteer experiences with non-profit organizations (use back if needed)

Organizations	Duties	Dates	Contact Person	Phone

BACKGROUND INFORMATION

Please list all states and jurisdictions in which you have ever resided including the addresses for the last 5 years. Please note that this information will be used to conduct a criminal history search. Attach additional sheets of paper if needed.

Address	Street	City	State	Zip
Dates Resided				

Address	Street	City	State	Zip
Dates Resided				

Address	Street	City	State	Zip
Dates Resided				

Address	Street	City	State	Zip
Dates Resided				

CHARACTER REFERENCES

Please provide the names, telephone numbers and their relationship to you of three individuals who have known you for a period of three years or more and can speak to questions of your character, experience or ability(ies). Must include one personal/family member.

Name	Telephone #	Relationship
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

APPLICANT'S STATEMENT

I authorize the YMCA to request my employment record from any former employer(s). I further understand that inquiries may be made, concerning my background, experience, character and prior employment. I hereby waive any right to claim that any request or investigation is an invasion of my privacy, since they are made with my consent and it is in my interest that I be considered for employment.

I further understand the following:

- My employment is contingent upon a CORI (Criminal Offender Record Information), a SORI (Sexual Offender Registry Information) report and a clean criminal record history that is deemed satisfactory by the Association guidelines.
- Failure to cooperate with a criminal background check may result in the rejection of my application or the termination of my employment/volunteer relationship.
- An I-9 (immigration) form must be completed by me with accompanying documents which verify right to work in the US, within (3) days of my employment, otherwise I will be released from employment until such information is produced by me.
- That to the extent I am applying for a position which may include unsupervised contact with children in a program licensed by the Dept. of Early Education Care (EEC), I understand that my application and continued employment or volunteering is subject to and will be reviewed pursuant to CMR 1.05(2) and 606 CMR 14.00 and the Criminal History Information Policy of the Merrimack Valley YMCA.
- I understand and agree that the Merrimack Valley YMCA reserves the right to review, receive and utilize all public criminal history information in deciding whether to continue my employee/volunteer relationship.

I certify that all statements made by me on this application are true to the best of my knowledge and that I have withheld nothing that would, if disclosed, affect this application unfavorably or prevent a full criminal history search from being completed. I understand and agree that any misrepresentation or omission by me of any material fact could exclude me from being considered for employment or as a volunteer. I further understand that any such misrepresentation or omission made at any time could cause the termination of my employment or volunteer position.

Signature of Applicant

Date

FOR PERSONNEL DEPARTMENT USE ONLY

Arrange Interview Yes No
Employed Yes No Date of Employment _____

Notes-

