

YMCA OF GREATER TULSA VOLUNTEER APPLICATION



**We build strong kids,
strong families, strong communities.**

YMCA Mission: To put Christian principles into practice through programs that build healthy spirit, mind and body for all.

EQUAL OPPORTUNITY EMPLOYER

I WOULD LIKE TO VOLUNTEER AT

<input type="checkbox"/> DOWNTOWN 583-9622	<input type="checkbox"/> THORNTON 280-9622	<input type="checkbox"/> HUTCHERSON 382-9622
<input type="checkbox"/> WESTSIDE 446-1424	<input type="checkbox"/> OWASSO 272-9622	<input type="checkbox"/> CAMP TAKATOKA 447-9622

Thank you for considering the YMCA as a place to donate your time and talents. Volunteers are vital to the YMCA. Without them, we wouldn't be able to meet the needs of the kids, families and adults who live in the Tulsa area.

At the YMCA we know that your time and talents are precious, and we want every minute you spend with us to be worthwhile. That's why we're asking you to take a few minutes to fill out this application. It will help us to begin to make the right match between your skills and interests and the opportunities available.

You will find questions on this form about your background, former residences, places of employment and so on. We hope you'll understand that, unfortunately, there are a few people who apply for volunteer jobs at the YMCA for the wrong reasons. The YMCA, however, makes an active effort to prevent abuse. So even though we may know you well, we reserve the right to conduct appropriate background and reference checks on all volunteers. It's just one of the many ways we help protect children and other vulnerable people served by the YMCA.

Thanks for your cooperation in this effort and your interest in the YMCA. If you have any questions about this or any part of our application process, please contact the YMCA at one of the above numbers.

				DATE
NAME: LAST	FIRST	MIDDLE	SOCIAL SECURITY #	
PRESENT ADDRESS	CITY	STATE	ZIP CODE	PHONE
PERMANENT ADDRESS	CITY	STATE	ZIP CODE	PHONE
ARE YOU A MEMBER OF THE YMCA? YES <input type="checkbox"/> NO <input type="checkbox"/> HAVE YOU PREVIOUSLY APPLIED FOR EMPLOYMENT OR VOLUNTEERISM HERE? YES <input type="checkbox"/> NO <input type="checkbox"/> IF YES, WHEN _____ HAVE YOU PREVIOUSLY BEEN EMPLOYED BY THIS YMCA? YES <input type="checkbox"/> NO <input type="checkbox"/> IF YES, WHEN? _____ NAMES OF RELATIVES EMPLOYED BY THE YMCA AND THEIR RELATIONSHIP TO YOU: _____				
IS ADDITIONAL INFORMATION REGARDING CHANGE IN NAME REQUIRED TO CHECK YOUR WORK, EDUCATION OR OTHER BACKGROUND? YES <input type="checkbox"/> NO <input type="checkbox"/> IF YES, WHAT NAMES? _____				
HAVE YOU EVER BEEN CONVICTED OF A FELONY, OR FOR CHILD ABUSE OR SEX-RELATED CRIMES? <i>Note: A conviction will not necessarily disqualify you.</i> YES <input type="checkbox"/> NO <input type="checkbox"/> IF YES, PLEASE EXPLAIN: _____				

RESIDENCES:

PLEASE LIST YOUR LAST TWO ADDRESSES (EXCLUDING YOUR CURRENT ADDRESS) STARTING WITH THE MOST RECENT.

1.	_____	_____	_____	_____
	STREET ADDRESS	CITY	STATE/ZIP	FROM WHEN TO WHEN? (MO/YR)
2.	_____	_____	_____	_____
	STREET ADDRESS	CITY	STATE/ZIP	FROM WHEN TO WHEN? (MO/YR)

VOLUNTEER or EMPLOYMENT RECORD

PLEASE COMPLETE IN DETAIL, STARTING WITH PRESENT EMPLOYER. ACCOUNT FOR ALL TIME DURING LAST 10 YEARS OR YEARS YOU HAVE ACTUALLY WORKED, WHICHEVER IS LONGER. ATTACH LISTING OF ADDITIONAL POSITIONS IF NECESSARY.

EMPLOYER ADDRESS POSITION SUPERVISOR REASON FOR LEAVING May we contact this employer? Employer Telephone No.	EMPLOYED From/To	BRIEFLY DESCRIBE YOUR DUTIES:
EMPLOYER ADDRESS POSITION SUPERVISOR REASON FOR LEAVING May we contact this employer? Employer Telephone No.	EMPLOYED From/To	BRIEFLY DESCRIBE YOUR DUTIES:
EMPLOYER ADDRESS POSITION SUPERVISOR REASON FOR LEAVING May we contact this employer? Employer Telephone No.	EMPLOYED From/To	BRIEFLY DESCRIBE YOUR DUTIES:

REFERENCES

REFERENCES: LIST SUPERVISORS AND OTHERS FAMILIAR WITH YOUR WORK OR SCHOOL ACHIEVEMENTS

NAME	1	2	3
POSITION			
RELATIONSHIP TO YOU			
COMPANY/SCHOOL			
ADDRESS			
TELEPHONE NO.			

EDUCATION/ SPECIAL TRAINING:

(Note: formal education is not required to be a volunteer. We welcome experiences of all kinds!)

NAME & LOCATION OF INSTITUTION	COURSE OF STUDY OR MAJOR	DEGREE/ DIPLOMA

INTERESTS:

HOW DID YOU LEARN ABOUT VOLUNTEER OPPORTUNITIES AT THE YMCA? _____

WHY WOULD YOU LIKE TO VOLUNTEER? _____

HAVE YOU HEARD ABOUT ANY PARTICULAR VOLUNTEER OPPORTUNITIES THAT INTEREST YOU? _____

ARE THERE ANY PARTICULAR SKILLS, TALENTS OR INTERESTS YOU WOULD ENJOY SHARING? _____

WHAT SKILLS, TALENTS AND INTERESTS WOULD YOU LIKE TO DEVELOP OR LEARN MORE ABOUT? _____

WHAT OTHER ORGANIZATIONS HAVE YOU VOLUNTEERED FOR, IF ANY? _____

IS THERE A PARTICULAR AGE GROUP THAT YOU ENJOY WORKING WITH? _____

I WOULD BE MOST INTERESTED IN: (MARK ALL THAT YOU LIKE – THEY ARE NOT NECESSARILY EXCLUSIVE)

- AQUATICS (SWIMMING CLASSES, LIFEGUARDING)
- CAMPING (DAY, OVERNIGHT, FAMILY)
- CHILD CARE (PRESCHOOL, SCHOOL- AGE)
- MEMBER SERVICES (FRONT DESK)
- SPORTS (YOUTH SOCCER, BASKETBALL, VOLLEYBALL COACH)
- TEEN LEADERSHIP (YOUTH & GOVERNMENT)
- POLICY WORK (COMMITTEE WORK ON MEMBERSHIP, PROGRAM POLICY OR PUBLIC RELATIONS)
- PROFESSIONAL CONSULTING AND MANAGEMENT (ACCOUNTING, PUBLIC RELATIONS, LEGAL COUNSEL, COMPUTER PROGRAMMING, ADMINISTRATION OF THE VOLUNTEER PROGRAM OR YOUR SPECIALTY: _____)
- OFFICE SUPPORT WORK
- FAMILY (PARENT- CHILD ACTIVITIES)
- HEALTH & FITNESS (YOUTH HEALTH, AEROBICS, STRENGTH TRAINING)
- FUNDRAISING (ANNUAL CAMPAIGN FOR YOUTH)
- SPECIAL EVENTS
- BUILDING & GROUNDS WORK (LANDSCAPING, GARDENING, CONSTRUCTION)
- OTHER _____

THE YMCA'S POSITION ON THE NATIONWIDE PROBLEM OF CHILD ABUSE

WE MAKE AN ACTIVE EFFORT TO PREVENT CHILD ABUSE.

SOME EXAMPLES MAY INCLUDE, BUT ARE NOT LIMITED TO:

- A thorough background check, including but not limited to references of past employers, personal references, the military, educational institutions, volunteer organizations, civic groups, personal character and activities.
- Allegations or suspicions of child abuse are taken seriously and will be reported to the State for investigation.
- Programs are structured so that no staff member or volunteer is left alone with children.
- Staff and volunteers will not fraternize with children outside the programs, including baby-sitting or inviting children home.

THE YMCA GOALS FOR CHILD CARE ARE:

- To support and strengthen the family unit.
- To help children develop to their fullest potential.
- To deliver the program in a positive YMCA environment of safety, support and care.

THE YMCA OF GREATER TULSA STRIVES TO PUT THE FOLLOWING VALUES INTO PRACTICE IN EVERYTHING THEY DO:

- Caring: To be sensitive to the needs of others and go the extra mile.
- Honesty: To tell the truth, have integrity and build trust.
- Respect: To value the worth of every person and treat others as you would like to be treated.
- Responsibility: To do what is right and be accountable for your behavior and your obligations.

YMCA CHILD ABUSE STATEMENT

I, _____, do hereby proclaim that I have never been convicted of or reported for abuse, neglect, sexual assault or a related charge against a child, as defined in the Oklahoma Statutes.

Furthermore, I am aware of the Oklahoma Statute which states that intentionally/willfully placing a child in a position of danger, with intent to commit harm to said child, or placing a child in a position of mistrust to include any sexual misconduct with a child, is punishable by law.

I also understand that the Administrative Staff of the YMCA is required to report any such misconduct to the proper authorities. Such misconduct will be grounds for immediate suspension and possible prosecution.

Signed: _____

Date: _____

Witness: _____

PLEASE READ CAREFULLY BEFORE SIGNING

I certify that answers given herein are true and complete to the best of my knowledge. I understand that final consideration of my application is contingent upon satisfactory verification of my education and skills, as well as previous employment and volunteer involvement. I voluntarily give the YMCA the right to make a thorough investigation of my background, and I release from liability any persons, companies and institutions that supply such information. I also agree that falsified information or significant omissions may disqualify me from further consideration for a volunteer position and may be considered justification for dismissal even if discovered at a later date without advance notice.

I understand that completion of this form does not guarantee me status as a volunteer.

CONVICTIONS: A conviction does not automatically disqualify you from being considered as a candidate for a volunteer position. What you were convicted of, the circumstances surrounding the conviction and how long ago the conviction occurred are important considerations in determining your eligibility. Give all the facts so that a fair decision can be made.

I will comply with all rules and regulations as set forth in the YMCA's policy manual or other communications distributed to employees and volunteers. I have read, understand and support the YMCA's position on the problem of child abuse.

The YMCA of Greater Tulsa is a drug free workplace. Pre-employment drug testing is required for certain positions and all employees and volunteers are subject to random testing. Failing a drug test results in immediate termination.

I have read the above statement and accept the same as a condition of my volunteering with the YMCA.

Signature of applicant _____

THE YMCA PROVIDES A NON-SMOKING WORK ENVIRONMENT. SMOKING AREAS ARE NOT AVAILABLE.