

We consider applicants for all positions without regard to age, race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sexual orientation or sex of any person or any other legally protected status pursuant to CALIFORNIA'S FAIR EMPLOYMENT PRACTICES AND HOUSING ACT, CALIFORNIA LABOR CODE and other relevant federal, state and local laws.



Name: \_\_\_\_\_ Email Address: \_\_\_\_\_  
First Middle Last

Street Address: \_\_\_\_\_ Apt. No.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Have you ever applied to Boys & Girls Clubs of Garden Grove?  No  Yes Give Dates: \_\_\_\_\_

Have you ever volunteered for Boys & Girls Clubs of Garden Grove?  No  Yes Give Dates: \_\_\_\_\_

If Yes, Club name and reason for leaving: \_\_\_\_\_

How did you hear about this volunteer opportunity? \_\_\_\_\_

Name of Referral: \_\_\_\_\_

Do you have any relatives in our employ?  No  Yes

If yes, please list name and Club location: \_\_\_\_\_

**AVAILABILITY**

Date you are available to start volunteering: \_\_\_\_\_ Total hours available per week: \_\_\_\_\_

Date / Time Available: Mon - \_\_\_\_\_ / Tue - \_\_\_\_\_ / Wed - \_\_\_\_\_ / Thurs - \_\_\_\_\_ / Fri - \_\_\_\_\_

If approved, can you provide proof of identity and authorization to volunteer in the U.S.?  No  Yes

**EDUCATION**

Education	Name of School	Course of Study	Number of Years Completed	Diploma/Degree Completed
High School				
Community College				
College/University				
Graduate/Professional				
Other/Specialty				

## EMPLOYMENT EXPERIENCE AND REFERENCES

List all positions you have held in the past ten (10) years. Account for volunteer, part-time military, summer positions, and periods of unemployment, etc. It is critical that you provide complete information. List each change of title or promotion separately. Resumes may be attached but **WILL NOT** be acceptable in lieu of **COMPLETE ANSWERS**. **DO NOT WRITE "SEE RESUME"**. Start with you present or most recent position and work backwards.

Employer:	Dates Employed		Work Performed
	From	To	
Address:			May we contact? <input type="checkbox"/> No <input type="checkbox"/> Yes
Phone Number(s):			
Starting/Present Job Title:			
Supervisor:			
Reason for Leaving:			

Employer:	Dates Employed		Work Performed
	From	To	
Address:			May we contact? <input type="checkbox"/> No <input type="checkbox"/> Yes
Phone Number(s):			
Starting/Present Job Title:			
Supervisor:			
Reason for Leaving:			

Employer:	Dates Employed		Work Performed
	From	To	
Address:			May we contact? <input type="checkbox"/> No <input type="checkbox"/> Yes
Phone Number(s):			
Starting/Present Job Title:			
Supervisor:			
Reason for Leaving:			

**Comments: Include explanation of any gaps in employment.**

## REFERENCES - Professional References only. Please do not list family & friends.

Name:	Phone:	Relationship:
Address:		
Name:	Phone:	Relationship:
Address:		
Name:	Phone:	Relationship:
Address:		

## VOLUNTEER OPPORTUNITIES YOU ARE INTERESTED IN

### Volunteer Positions

- Gardening
- Language Assistance  
(please specify language: \_\_\_\_\_)
- Written Translation Assistance  
(please specify language: \_\_\_\_\_)
- Preschool Classroom Support
- Elementary Classroom Support
- Teen Services Classroom Support
- Arts & Crafts Instruction
- Drama/Performing Arts Instruction
- Music Instruction
- Dance Instruction
- Coaching  
(please specify sport: \_\_\_\_\_)
- Homework Help/Tutoring
- Sign-out Table Support
- Other: \_\_\_\_\_

### Internship Positions

- Health Sciences Education Intern
- Health & Wellness Intern
- Library Development Intern
- Program Support & Evaluation Intern
- Case Management Intern
- Child & Adolescent Studies Intern
- Human Services Intern
- Family Support Intern
- Program Evaluation Intern
- Marriage & Family Therapy
  - Intern
  - Trainee

Internships are a learning opportunity, reserved for students pursuing coursework that is relevant to the content of the position. More information regarding qualifications and experience gained for each position is available on the relevant position description.

### Applicant Statement

I certify that I have not knowingly withheld any information that might adversely affect my chances to volunteer 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 an omission or misstatement of material fact on this application or on any document used to secure a volunteer opportunity shall be grounds for rejection of this application, regardless of the time elapsed before discovery.

I agree to be fingerprinted and to furnish proof of age, identity and legal right to work in the United States, as may be directed. I hereby authorize this organization to thoroughly investigate my references, work record, education, and other matters related to my suitability for volunteer work and, further, authorize the references I have listed to disclose to the organization any and all letters, reports, and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the organization, 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.

This application for a volunteer opportunity shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered beyond this time period should inquire as to whether or not applications are being accepted at that time.

In the event of a volunteer assignment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the organization.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date