



**GLEN COVE
BOYS & GIRLS CLUB
AT LINCOLN HOUSE**

113 Glen Cove Avenue ♦ Glen Cove, NY 11542
Ph: 516-671-8030 Fax: 516-671-2561

VOLUNTEER APPLICATION

Volunteer Position Applying For: _____

Name (Please Print): _____
(Last) (First) (Middle)

Address: _____
(Street) (City) (Zip)

Telephone: _____ Cell: _____

Social Security #: _____ Date of Birth: _____

REFERENCES

Current Employer: _____ Telephone: _____

City & State: _____ Position: _____

Dates Employed: From: _____ To: _____

Previous Employer: _____ Telephone: _____

City & State: _____ Position: _____

Dates Employed: From: _____ To: _____

Please list the names and phone numbers of three people who know you well and can attest to your character, skill and dependability (family member, personal friend and work reference):

Name: _____ Phone No: _____

Address: _____ City: _____

Relationship: _____ State, Zip: _____

How long have you known this person? _____

Name: _____ Phone No: _____

Address: _____ City: _____

Relationship: _____ State, Zip: _____

How long have you known this person? _____

Name: _____ Phone No: _____

Address: _____ City: _____

Relationship: _____ State, Zip: _____

How long have you known this person? _____

SKILLS AND EXPERIENCES:

What is your educational background?

- Some high school
- Graduate/professional school
- High school graduate
- other (please specify) _____
- Some college
- College graduate

Are you either a U. S. Citizen or an alien who is legally authorized to work in the job for which you are applying? Yes _____ No _____

Pursuant to the Immigration Reform and Control Act of 1986, all new employees must produce documents, which are specified by the Federal Government, establishing their identity and authorization for employment in the U.S... These documents must be produced no later than seventy-two hours after commencing employment. You will also be required to sign Form I-9 issued by the Federal Government verifying, under oath, your employment authorization.

Have you ever been convicted of a crime other than a minor traffic offense? Yes ____ No ____
If so, please explain: _____

Are you at least 18 years of age? Yes _____ No _____

What hours are you available to volunteer? _____ Start Date: _____

How did you hear about the Boys & Girls Club? _____

Do you have any past or present volunteer experience? If yes, please describe:

Please describe any special skills, hobbies, interests and activities you enjoy that would enable you to perform the job you are applying for.

In consideration of my employment, I agree to conform to the rules and regulations of the Glen Cove Boys & Girls Club. If I am hired, I understand that my employment and compensation can be terminated with or without cause, and with or without notice, at any time, at the option of either club or immediate supervisor.

I hereby certify that all information provided by me on this form and during the pre-employment screening process is correct. I authorize the Glen Cove Boys & Girls Club to take all actions necessary to verify such information, including contacting references, former employers, education institutions and other persons who may have information that is relevant to my employment and to the information that I provided to the Glen Cove Boys & Girls Club.

Signature

Date

Printed Name