



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

EMPLOYMENT APPLICATION

Thank you for your interest in the YMCA!

The YMCA is an equal opportunity employer and does not discriminate in recruitment, hiring or other terms or conditions of employment on the basis race, religion, color, sex, gender, sexual orientation, pregnancy, age, national origin, ancestry, physical/mental disability, severe/morbid obesity, medical condition, military/veteran status, genetic information, marital status, ethnicity, alienage or any other protected classification, in accordance with applicable federal, state, and local laws.

If you would like to apply to join the YMCA staff team, please complete the application below.

- Be sure to write legibly
- The application must be completed in full.
- Do not leave any spaces blank or write "see resume" in response to any question.
- Read and sign the last page of the application.



Personal Information

Position Applying For: _____ Date: _____

Name: _____
Last First MI

Address: _____
Number & Street City State Zip

Telephone: _____ Email: _____

Are you 18 years of age or older? (If not, you may be required to provide work authorization) Yes No

If hired, can you provide verification of your legal right to work in the USA? Yes No

Can you perform the essential functions of the job for which you are applying, with or without reasonable accommodation? (We comply with the ADA and consider reasonable accommodation measures that may be necessary for qualified applicants/employees to perform essential job functions.) Yes No

Notice to all applicants:

Allegations or suspicions of child abuse are taken very seriously at the YMCA and will be reported to the proper authorities for investigation. We have abuse reporting procedures; we have unscheduled visits from supervisors, we have an open door policy for parents, and we have a code of conduct for staff. We minimize opportunities for abuse to occur and we talk with children about personal safety and touching limits. We also screen carefully to prevent abusers from being hired and we provide child abuse prevention training to staff.

Employment Application

Employment Information

List available days / hours:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Preferred Job Status: Full-Time Part-Time Seasonal As Needed

Have you previously been employed by this or any other YMCA? Yes No

If yes, when and where?

Have you previously volunteered for this or any other YMCA? Yes No

If yes, when and where?

Do you have any relatives or household members currently working for this YMCA? Yes No

If yes, name and relationship:

How did you hear about this opening? YMCA staff referral Craigslist
 Referral source: YMCA website Indeed
 Other _____

Education & Training

Educational Background

	Name of School	City, State	Diploma Awarded	Degree	Major
<input type="checkbox"/> High School			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In Progress		
<input type="checkbox"/> GED					
College			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In Progress		
Graduate School			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In Progress		
Vocational/ Other			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In Progress		

Describe any non-employment experience such as school or volunteer activities that might strengthen your application:

Safety & Job Specific Certifications

Type (CPR, First Aid, CDA, etc.)	Provider	Level	Expiration

Employment Application

Employment History		
List all previous employment during the past seven years starting with the most recent. Use additional sheets if needed.		
Employer	Telephone	Summarize the nature of the work performed and job responsibilities.
Address		
Job Title	Dates Employed	
Immediate Supervisor & Title		
Email address REQUIRED	May we contact this employer <input type="checkbox"/> Yes <input type="checkbox"/> No	Reason for leaving
Employer	Telephone	Summarize the nature of the work performed and job responsibilities.
Address		
Job Title	Dates Employed	
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Job Title	Dates Employed	
Immediate Supervisor & Title		
Email address REQUIRED	May we contact this employer <input type="checkbox"/> Yes <input type="checkbox"/> No	Reason for leaving
Please explain any gaps in your employment history.		
What other business experience, personal experience or training have you had that may have prepared you for this position?		

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Application Acknowledgement and Authorization

Please read all statements and sign below:

I authorize The Family YMCA of the Desert (YMCA) to request my employment record from any former employer(s). I further understand that inquiries may be made concerning my background, experience, and prior employment. I authorize both the Family YMCA of the Desert and persons listed (references, schools, current (unless noted) and former employers and any others with whom you desire to check) to communicate with regard to any relevant information that may be required to reach an employment decision. I waive any right to claim that any request or investigation is an invasion of my privacy, since it is made with my consent and it is in my interest so I can be considered for employment. I also release the YMCA from any liability (for example, sharing with third parties any child abuse information gathered in this background check or observed during my employment with the YMCA). I agree to hold such persons harmless with respect to any information they may supply. I understand and agree that any offer of employment is contingent upon successful completion of all background check processes, including a criminal history background check.

I certify that all information provided by me in this application is correct, accurate and complete to the best of my knowledge and that I have withheld nothing that would, if disclosed, affect this application unfavorably. I understand that the falsification, misrepresentation, or omission of any facts in this application or any other document submitted in connection with YMCA employment may result in denial of employment or termination of employment regardless of the timing or circumstances of discovery.

If I am employed by the YMCA I understand my employment can be terminated, with or without cause and with or without notice, at any time at the option of the YMCA or myself. I understand that, other than the CEO of the YMCA, no manager, supervisor or representative of the YMCA has authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing. Only the CEO of the YMCA has the authority to make any agreement contrary to the foregoing and then only in writing. I further expressly agree that, with respect to the at-will employment relationship, this constitutes the full, complete and final expression of the parties' intent concerning the nature of any employment relationship between myself and the YMCA.

In the event I am employed with the YMCA, I will comply with all policies set forth in the employee handbook and with other policies established by the organization. I also understand that if hired as a YMCA employee that staff may not be alone with children they meet in YMCA programs outside of the YMCA. This includes babysitting, sleepovers and / or inviting children to your home. Any exceptions require a written explanation before the fact and are subject to administrator approval. I understand that the YMCA will take any allegations or suspicions of child abuse seriously and will report such allegations to the police and state agencies for investigation.

I understand that all offers of employment are conditional upon my ability to provide appropriate documents regarding my identity and legal right to work in the United States. I understand that this application is only valid for the position applied for at present and that the YMCA is not obligated to retain or consider this application for future openings. If hired, I agree to abide by YMCA policies and rules at all times. I acknowledge that I have read the above statements and understand them.

Signature: _____

Date: _____