

Physical Address:
1815 S Tesch
Bellville, TX 77418



BOYS & GIRLS CLUBS
OF AUSTIN COUNTY

Mailing Address:
PO Box 1145
Bellville, TX 77418

STAFF APPLICATION

PERSONAL INFORMATION

Name: _____ Date: _____

Mailing Address: _____ City, State, Zip: _____

Home Address: _____ City, State, Zip: _____

DOB: _____ Age if under 18: _____ Social Security #: _____

Email Address: _____

Home Phone: (____) _____ Cell Phone: (____) _____

Emergency Contact: _____ Phone: (____) _____ Relationship: _____

Job Position applying for:

- | | |
|---|--|
| <input type="checkbox"/> Youth Development Professional (various) | <input type="checkbox"/> Teen Development Professional |
| <input type="checkbox"/> Unit Coordinator | <input type="checkbox"/> Administration (various) |
| <input type="checkbox"/> Contract Labor (various) | |

Days/Hours available to work:

- ☐ Full Time Only ☐ Part time Only ☐ Full or Part time

No Preference _____ Mon. _____ Tues. _____ Wed. _____ Thurs. _____ Fri. _____ Sat. _____ Sun. _____

Can you work nights? _____

EDUCATION

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (City & State)	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE
High School				
College				

Have you ever been convicted of a crime? Yes: _____ No: _____

If yes, explain: _____

List your personal skills and/or talents that you feel will be useful for this position:

List personal hobbies and interests: _____

GREAT FUTURES START HERE.

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WORK EXPERIENCE

Either attach a resume, or list your work experience for the past two years beginning with your most recent job held. If you were self-employed, give firm name. Attach additional pages if necessary.

Name of Employer	Name of Last Supervisor	Employment Dates	Hourly Pay or Salary
Address		From:	Start:
City, State, Zip		To:	Final:
Phone Number: ()	Your Last Job Title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

Name of Employer	Name of Last Supervisor	Employment Dates	Hourly Pay or Salary
Address		From:	Start:
City, State, Zip		To:	Final:
Phone Number: ()	Your Last Job Title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

REFERENCES

Provide names and phone numbers for three references.

1. _____
2. _____
3. _____

YOUTH or TEEN DEVELOPMENT PROFESSIONAL/UNIT COORDINATOR APPLICANTS ONLY

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For the following items, write a brief and complete response to the given situations.

1. You are responsible for working with 10 youth, boys and girls ages 9 to 11, for one hour. You do not know the youth nor are you sure if they know each other. Describe how you would “break the ice.”

2. You are supervising a competitive activity for a group of 15 youth ages 6 to 9. A few are not very good at the activity. One youth is clowning around. Two other youth don't like each other. Describe how you'd guide the activity so that it is fun for all youth as well as a successful activity.

3. Describe what you think would be a fun activity to host in the program area you wish to work.

4. As a Club staff member you are responsible for the safety and well being of many youth. List things that you might need to be concerned about or aware of in the program area you wish to work.

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APPLICATION FORM W AIVER

PLEASE READ CAREFULLY

In exchange for the consideration of my job application by Boys & Girls Club of Austin County (hereinafter called "the Club"), I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other Company practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of Boys & Girls Club of Austin County, or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by the CPO of the Club. Both the undersigned and the Club may end the employment relationship at any time, without specified notice or reason. If employed, I understand that the Club may unilaterally change or revise their benefits, policies and procedures, and such changes may include reduction in benefits.

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give the Club permission to contact school, previous employers (unless otherwise indicated), references, and others, and hereby release the Club from any liability as a result of such contact.

I also understand that (1) the Club has a policy that provides for pre-employment criminal background checks as well as checks after employment; (2) consent to and compliance with such policy is a condition of my employment; and (3) continued employment is based on the successful passing of background checks under such policy.

I further understand that my employment with the Club shall be probationary for a period of sixty (60) days, and further that at any time during the probationary period or thereafter, my employment relationship with the Club is terminable at will for any reason by either party.

Signature of applicant: _____ Date: _____

Boys & Girls Club of Austin County is an equal opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with this Club depends solely on your qualifications.

Thank you for completing this application form and for your interest in our business.