



**BOYS & GIRLS CLUBS**  
OF ALBANY

Unit Location: \_\_\_\_\_

**VOLUNTEER APPLICATION**

(Print) First Name	Middle	Last Name	Date of Application
Street Address			Primary Phone
City	State	Zip Code	Alternate Phone
Email Address			Business Phone
Emergency Contact Name			Emergency Contact Phone
Name of Current Employer or School			Are you at least 18 years of age? Yes ____ No ____
Have you ever been EMPLOYED with us before? Yes ____ No ____ If yes, date(s): _____			
Have you ever VOLUNTEERED with us before? Yes ____ No ____ If yes, date(s): _____			
Type of volunteer <input type="checkbox"/> General Club <input type="checkbox"/> Coaching <input type="checkbox"/> Special Events <input type="checkbox"/> Corporate Team Project <input type="checkbox"/> Other: _____ <input type="checkbox"/> Tutor/Homework Help (complete below) <input type="checkbox"/> Special Program <input type="checkbox"/> Guest Speaker			
<b>Tutor Volunteers Only</b>			
Years of schooling completed since high school? _____			
List your major and/or minor areas of study in college: _____			
Subject areas you feel Very comfortable teaching: _____			
Not so comfortable: _____			
List age/grade you prefer to teach: _____			
Any additional information you feel would be helpful for club staff: _____			
<b>REFERENCES</b> (Give the Name of (3) Professional References)			
NAMES	Telephone #	Email Address	Years acquainted



**BACKGROUND INVESTIGATION CONSENT**

The following is my true and complete legal name and all information is true and correct to the best of my knowledge:

In connection with the evaluation of my suitability for volunteer status, I hereby authorize **Boys & Girls Clubs of Albany, Inc. (BGC ALBANY)** and/or its agents to make an independent investigation of my background, references, character, past employment, education, credit history, criminal or police records, including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my application and/or obtaining other information which may be material to my qualifications for volunteering now and during the tenure of my volunteering with **BGC ALBANY**. Any such information will be used solely for determining volunteer service eligibility and not for any other purpose.

I understand that this authorization is not an offer of employment, volunteer status or contracted services by **BGC ALBANY** and that any false or misleading information I have provided to **BGC ALBANY** may result in a refusal by the organization to grant volunteer status. I also understand that this authorization is a continuing authorization and will remain valid until such time as I inform **BGC ALBANY** in writing that I revoke this authorization.

This consent will not affect my ability to question or dispute the accuracy of any information contained in a Report. I understand if the Organization makes a conditional decision to disqualify me based all or in part on my Report, I will be provided with a copy of the Report and another copy of the Summaries of Rights, and if I disagree with the accuracy of the purported disqualifying information in the Report, I must notify the Organization within five business days of my receipt of the Report that I am challenging the accuracy of such information. I understand and accept that **BGC ALBANY** has final authority to decide my eligibility as a volunteer.

I understand that if I am arrested or charged for any offense (except minor traffic offenses), I must report the arrest or charge and submit a police report or other documentation concerning the arrest and /or charges to the Organization. The report must occur within three business days of the arrest. No action will be taken based solely upon the fact of an arrest. Any action will be based upon the underlying facts of the arrest. **BGC ALBANY** will assess the circumstances surrounding the arrest or charge, as well as the nature, gravity, and relevancy of the arrest to the required duties and to maintaining the safety of our members and the reputation of the organization.

I attest that the following is my true and complete legal name and all information is true and correct to the best of my knowledge.

I release Boys & Girls Clubs Albany, Inc., its agents and any person or entity which provides information pursuant to this authorization, from any and all liabilities, claims and/or lawsuits in regard to the information obtained from any and all of the above referenced sources used.

Have you been arrested for any crime within the past three (3) years? \_\_\_\_\_ Yes \_\_\_\_\_ No

\_\_\_\_\_  
Full Name (Printed) Area Code/ Phone Number

\_\_\_\_\_  
Street Address City State Zip

\_\_\_\_\_  
\*Date of Birth \*Social Security Number \*Sex \*Race Driver's License Number /State

\_\_\_\_\_  
\*State of Birth \*Eye Color \*Hair Color \*Height \*Weight

**Wavier & Release of Liability**

\_\_\_\_\_ (Initial) I hereby release BGC Albany its employees, officers, volunteers and agents from any and all claims, demands, rights, and causes of action that might arise from my volunteer work at BGC Albany. I am assuming the risk for any injury that may occur.

\_\_\_\_\_ (Initial) I understand that it is my desire to further the work of BGC Albany by performing services as a volunteer. I will undertake these services as a volunteer without a compensation plan. I acknowledge that I am not acting as an employee of BGC Albany I also acknowledge that I would not be covered under BGC Albany's Worker Compensation Plan.

\_\_\_\_\_ (Initial) I agree that all personal possessions/ property kept in BGC Albany buildings, BGC Albany property and on the property used by BGC Albany are my own responsibility. BGC Albany will not be held liable for any damage, loss, or theft.

\_\_\_\_\_ (Initial) I understand that BGC Albany provides charitable services to the public and does not pre-screen members.

\*NOTE: The above information is required for identification purposes only and is in no manner used as qualifications for volunteering. Boys & Girls Clubs of Albany, Inc. is an Equal Opportunity Employer.

\_\_\_\_\_  
Signature

(must be signed in the presence of a notary)

\_\_\_\_\_  
Date

SEAL

\_\_\_\_\_  
Notary

\_\_\_\_\_  
Date