

MAINE SCHOOL ADMINISTRATIVE DISTRICT 54
196 West Front Street
Skowhegan, Maine 04976
(207) 474-9508

COMMUNITY SERVICE/VOLUNTEER WORK APPLICATION

MSAD #54 DOES NOT DISCRIMINATE IN THE OPERATION OF ITS EDUCATIONAL AND EMPLOYMENT POLICIES AND WILL HONOR ALL APPROPRIATE LAWS RELATIVE TO DISCRIMINATION.

Name _____ Date _____

Address _____ Telephone _____

Activity volunteering for, including location _____

Please list all previous experience, starting with the most recent job held. (Use back of page if necessary.)

<u>EMPLOYER</u>	<u>POSITION & DUTIES</u>	<u>DATES EMPLOYED</u>
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_____	_____	_____
_____	_____	_____
_____	_____	_____

Starting with high school, list any schools or colleges you may have attended.

<u>NAME OF SCHOOL</u>	<u>ADDRESS</u>	<u>NUMBER OF YEARS COMPLETED</u>	<u>MAJOR</u>	<u>GRADUATE (Yes/No)</u>
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Please list three references.

<u>NAME</u>	<u>ADDRESS</u>	<u>TELEPHONE</u>
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_____	_____	_____
_____	_____	_____
_____	_____	_____

Principal's Approval

Athletic Director's/Supervisor's Approval

BACKGROUND:

Have you ever been disciplined, discharged, or asked to resign from a prior position? Yes ___ No ___

Have you ever resigned from a prior position after a complaint had been received against you or your conduct was under investigation or review? Yes ___ No ___

Have you ever been charged with or investigated for sexual abuse or harassment of another person? Yes ___ No ___

Have you ever been convicted of a crime (other than a minor traffic offense)? Yes ___ No ___

Have you ever entered a plea of guilty or "no contest" (nolo contendere) to any crime (other than a minor traffic offense)? Yes ___ No ___

Have you ever had a professional license or certificate suspended or revoked in any state, or have you ever voluntarily surrendered, temporarily or permanently, a professional license or certificate in any state? Yes ___ No ___

Has any court ever deferred, filed or dismissed proceedings without a finding of guilty and required that you pay a fine, penalty or court costs and/or imposed a requirement as to your behavior or conduct for a period of time in connection with any crime (other than a minor traffic offense)? Yes ___ No ___

If you have answered YES to any of the previous questions, provide full details below, including, with respect to court actions, the date, offense in question, and the address of the court involved. Use additional sheets if necessary. Conviction or other disposition of a crime is not necessarily an automatic bar to employment.

My signature below constitutes authorization to check my employment history, including without limitation, criminal arrest and conviction record checks, reference checks, and release of investigatory information possessed by any state, local or federal agency. I further authorize those persons, agencies or entities that MSAD #54 contacts in connection with my employment application to fully provide MSAD #54 any information on the matters set forth above. I expressly waive in connection with any request for or provision of such information, any claims including without limitation, defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against MSAD #54, its agents, and officials or against any provider of such information.

I understand that information submitted in and with this application may be disclosed to a screening and/or interviewing committee, which may include board members, administrators, other staff, and members of the community. I give my consent to this disclosure.

Signature/Date

APPLICATION FOR VOLUNTEER CHECK LIST: The completed employment application can not be evaluated unless all of the following materials have been provided.

- Application form fully completed
- YES to any of the questions in the Background section explained
- Application signed

NOTE: ALL APPLICATION MATERIALS BECOME THE PROPERTY OF MSAD #54. NONE WILL BE RETURNED. PROVIDING ANY FALSE OR MISLEADING INFORMATION ON THIS APPLICATION OR IN THE APPLICATION OR EMPLOYMENT SCREENING PROCESS SHALL BE FULLY SUFFICIENT GROUNDS TO REFUSE TO EMPLOY THE APPLICANT OR, IF THE APPLICANT HAS BEEN EMPLOYED, TO IMMEDIATELY DISMISS THE APPLICANT/EMPLOYEE.

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