



**BLACKSTONE VALLEY
BOYS & GIRLS CLUB**
“The Positive Place for Kids”
Employment Application

What position are you applying for?

- Land Crew Monday – Friday; 7 ½ hour shifts are scheduled between 7:00am-6:00pm
Circle the age groups you would prefer to work with:
Grade 1, 2 & 3 Grade 3, 4 & 5 Grade 6, 7 & 8
- Office School Year (September – June) Monday – Friday; 2:00-6:00pm
Summer (June – August) Monday – Friday; 7 ½ hour shifts are scheduled
between 7:00am-6:00pm
- Kitchen Monday – Friday; 7 ½ hour shifts are scheduled between 7:00am-6:00pm
(you will also work in a group before and/or after your kitchen shift)
- Lifeguard Monday – Friday; 7 ½ hour shifts from 8:30am-5pm

| | | | |
|---|------------|----------------|-----|
| Last Name | First Name | Middle Initial | |
| Address | City | State | ZIP |
| Mailing address (if different than above) | | | |
| Home Phone | Cell Phone | | |
| Email | | | |
| How did you hear about this opportunity? | | | |

| | |
|---|--------|
| Have you ever been employed by a Boys and Girls Club? If yes, location? | YES NO |
| Are you authorized to work in the United States? | YES NO |
| If you are a resident alien, please give your alien number or present your resident card. | |
| Do you have any relatives employed by the Blackstone Valley Boys and Girls Club? | YES NO |
| Have you ever been convicted of a criminal offense? | YES NO |

EDUCATION

| | | |
|--------------|-------|--------------------|
| High School | | Year of Graduation |
| College Name | Major | Year of Graduation |
| College Name | Major | Year of Graduation |

Work Experience *(start with most recent)*

| | |
|------------------------|---|
| Name of Employer | |
| Job Title | |
| Still Employed? YES NO | Start: ___/___/___ End: ___/___/___ |
| Name of Supervisor | May we contact this employer? YES NO |
| Phone Number | Salary Upon Leaving \$ |
| Email | |
| Description of Duties | |
| Reason for Leaving | |

| | |
|------------------------|---|
| Name of Employer | |
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| Phone Number | Salary Upon Leaving \$ |
| Email | |
| Description of Duties | |
| Reason for Leaving | |

References

Please provide the following information of three persons (*not family members*) who can answer questions about your experience, skills, education and training

| Name | Telephone Number | Relationship | Years Known |
|------|------------------|--------------|-------------|
|------|------------------|--------------|-------------|

| | | | |
|----------|--------------|-------|-------|
| 1) _____ | (____) _____ | _____ | _____ |
|----------|--------------|-------|-------|

Email: _____

| | | | |
|----------|--------------|-------|-------|
| 2) _____ | (____) _____ | _____ | _____ |
|----------|--------------|-------|-------|

Email: _____

| | | | |
|----------|--------------|-------|-------|
| 3) _____ | (____) _____ | _____ | _____ |
|----------|--------------|-------|-------|

Email: _____

- | | | | |
|------------------------------|-----|----|-----------------------------------|
| 1. Are you CPR certified? | Yes | No | If yes, date of expiration: _____ |
| Are you First Aid certified? | Yes | No | If yes, date of expiration: _____ |
| Are you Lifeguard Certified? | Yes | No | If yes, date of expiration: _____ |

2. Please identify the experience you have with the following: C = coached P = participated
- | | | |
|-------------------------|-----------------------|----------------------|
| Basketball _____ | Volleyball _____ | Field Hockey _____ |
| Baseball/Softball _____ | Arts and Crafts _____ | Lacrosse _____ |
| Soccer _____ | Dance/Hip Hop _____ | Weight Lifting _____ |
| Swimming _____ | Cheerleading _____ | Health/PE _____ |
| Football _____ | Hockey _____ | Drama _____ |
| Technology: _____ | | |

3. Tell us your experiences working with children.
- _____
- _____

4. What qualities can you bring to our program?
- _____
- _____

5. Please list all dates you will need to request off. (Appointments, Vacation, College Orientation, Pre-season for a sport)
- _____
- _____

- I authorize the Blackstone Valley Boys and Girls Club (BVBGC) to investigate all statements in this application and to secure any necessary information from all my employers, references, and academic institutions. I hereby release all of those employers, references, academic institutions, and the BVBGC from any and all liability arising from their giving or receiving information about my employment history, my academic credentials, or qualifications, and my suitability for my employment with the BVBGC. I understand that any offer of employment is contingent upon receipt of a satisfactory report concerning my academic credentials and employment references.
- I further understand that any false or misleading statements will be sufficient cause for rejection of my application if the BVBGC has not employed me or immediate dismissal if BVBGC has employed me. I also authorize BVBGC to supply information about my employment record, in whole or in part in confidence to any prospective employer, government agency, or other party having a legal and proper interest, and I hereby release BVBGC from any and all liability for its providing this information.
- I understand that nothing in this employment application, in BVBGC’s policy statements or personnel guidelines, or in my communications with any BVBGC official is intended to create an employment contract between BVBGC and me. I also understand that BVBGC has the right to modify its policies without giving me any notice of the changes. No promises regarding employment have been made to me. I understand that if an employment relationship is established, I have the right to terminate my employment at any time for any reason. I also understand that BVBGC retains the right to terminate my employment at any time for any reason.
- As a crew member who will be employed at the Blackstone Valley Boys and Girls Club, I understand that I am expected to follow all rules and set the example to my fellow crew coworkers and members attending the program. I understand that if I do not follow the policies and procedures, I could receive a written warning and/or my job could be terminated.
- EQUAL OPPORTUNITY EMPLOYER: Qualified applicants receive consideration for employment without discrimination because of age, sex, religion, marital status, race, color, creed, national origin or disability.
- I hereby acknowledge that I have read and understand the preceding statements.

(Signature) _____

Date: ____/____/____

~Thank you for applying~

Please return to our Club office:

Email - hellobvbgc@gmail.com

Physical - 115 Canal Street, Blackstone, MA 01504

Mailing - BVBGC, PO BOX 283, Blackstone, MA 01504