

We consider applicants for all positions without regard to age, race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sexual orientation or sex of any person or any other legally protected status pursuant to CALIFORNIA'S FAIR EMPLOYMENT PRACTICES AND HOUSING ACT, CALIFORNIA LABOR CODE and other relevant federal, state and local laws.



Name: _____ Email Address: _____
Street Address: _____ Apt. No.: _____
City: _____ State: _____ Zip: _____
Phone: _____ Cell Phone: _____

CURRENT EMPLOYMENT

Employer: _____
Street Address: _____
City: _____ State: _____ Zip: _____
Job Title: _____ Area of Expertise: _____

BACKGROUND

Have you ever served on a non-profit board? [] No [] Yes
If yes, which board: _____ Positions held: _____
How did you hear about this volunteer opportunity? _____
Name of Referral: _____
Are you a Boys & Girls Club Alumni? [] No [] Yes
If yes, please list Club location and dates attended: _____
If approved, can you provide proof of identity and authorization to volunteer in the U.S.? [] No [] Yes
Have you ever been convicted of a felony, or misdemeanor other than a traffic violation? [] No [] Yes
Would you agree to a background check? [] No [] Yes
Can you provide a resume that includes employment history? [] No [] Yes

AVAILABILITY

Can you meet with a Board Development Committee Member? [] No [] Yes
Would you be able to commit to a two-year term? [] No [] Yes
Would you be able to attend meetings once a month? [] No [] Yes

BOARD COMMITTEES YOU ARE INTERESTED IN

BOARD DEVELOPMENT

Recruit and retain quality volunteers through training, support, evaluation and recognition. Orient new board members, and supervise nominating process.

PERSONNEL

Review and maintain personnel handbook, review employee grievances, and serve as counsel to the Human Resources Department.

FUND DEVELOPMENT & MARKETING

Spearhead the annual campaign for individual giving. Coordinate fund development activities, including fundraisers, grants, donations and special events.

AUDIT

Annually engage an audit company after soliciting and reviewing proposals or contract. Work closely with the auditors to commence and successfully complete the audit to comply with all contracts and regulations. Review final audit and bring findings to the entire board.

FINANCE, LEGAL & INSURANCE

Review annual budget, review monthly financial statements, review annual insurance proposal(s), supervise all fiscal management of the organization.

BY-LAWS/STRATEGIC PLANNING

Review and supervise by-laws, policies and procedures, and assure implementation of the Strategic Plan.

PROGRAMS

Review and supervise programs, develop new programs and evaluate policies for delivery of service. Engage full board in Club and program participation.

SAFETY, FACILITIES & TRANSPORTATION

Review injury reports, maintenance contracts, supervise major facility repairs, audit utility and facility use. Assure proper vehicle maintenance and compliance with CHP for entire fleet. Employ and maintain BGCA safety standards.

Applicant Statement

I certify that I have not knowingly withheld any information that might adversely affect my chances to volunteer and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that an omission or misstatement of material fact on this application or on any document used to secure a volunteer opportunity shall be grounds for rejection of this application, regardless of the time elapsed before discovery.

I agree to be fingerprinted and to furnish proof of age, identity and legal right to work in the United States, as may be directed. I hereby authorize this organization to thoroughly investigate my references, work record, education, and other matters related to my suitability for volunteer work, without giving me prior notice of such disclosure. In addition, I hereby release the organization, my former employers, and all other persons, corporations, partnerships, and associations from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.

In the event of a volunteer assignment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the organization.

Signature of Applicant

Date