



Cortland Youth Bureau- Part Time Staff & Volunteer Application

A COPY OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION.

Volunteer _____ or Staff Position _____

Position(s) Applying For: _____

Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____

Date of Birth: _____

Social Security # (optional, mandatory upon request): _____

Current Employer: _____

Address: _____

Education Background: High School-Yes No Year Grad. _____

College- Yes No Year Grad. _____

Special Professional Training, Skills, Hobbies: _____

Do you have children in any CYB programs? Yes No

Relevant Experience: (Recreation, Coaching, Referee, Lifeguarding, etc.)

Organization	Location	Date(s)	Job Description

Previous Volunteer Experience: _____

Special Certifications:

First Aid: _____

CPR: _____

CPR – FPR: _____

AED: _____

Lifeguard: _____

WSI: _____

Coaching: _____

Other: _____



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Driver's License #: _____ State: _____

Have you ever been convicted of or plead guilty to any crime(s):

Yes No

If Yes, describe in full: _____

Please list three references, who are not related to you, that can verify your work/ volunteer experience, character and qualifications.

Name	Relationship	Address	Phone

Additional Comments: _____

As a condition of volunteering and/ or part-time employment, I give permission for the City of Cortland Youth Bureau to conduct a background check on me, which may include a review of sex offender registries, child abuse and criminal history records. I understand that, if appointed, my position is conditional upon the Cortland Youth Bureau receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability the City of Cortland, the County of Cortland, the employees and volunteers thereof, or any other person or organization that may provide such information. I also understand that, regardless of previous appointments, the City of Cortland Youth Bureau is not obligated to appoint me to a volunteer and/ or hired position. If appointed, I understand that, prior to the expiration of my term, I am subject to suspension by the Director or Supervisors for violation of the Cortland Youth Bureau's policies and principles.

Applicant Signature: _____ Date: _____

Applicant Name (please print): _____

Cortland Youth Bureau Use Only:

Background Check Completed by: _____
on _____

System(s) used for background check (minimum of one must be checked):

Sex Offender Registry Criminal History Records

** ONLY attach to this application copies of background check reports that reveal convictions of this application.