MAYFLOWER CHURCH

EMPLOYMENT/VOLUNTEER APPLICATION

Please type or print your answers to the following questions. Please answer all questions. An incomplete or illegible application will not be considered.

Full Legal Name:

_____

First Middle Last

Date: _____ Position Requested: _____

Other Names Used:

_____

Phone: _____ Email: _____

Drivers License #: _____

Date of Birth: _____ Sex: ____ M ____ F

Marital Status: _____ (*single, married, etc.)*

Current Address: _____

City: _____ State: _____ Zip Code: _____

How long have you lived at your current address? _____

IF RESIDING AT THE CURRENT ADDRESS LESS THAN FIVE YEARS, PLEASE LIST YOUR PREVIOUS ADDRESS.

Previous Address: _____

City: _____ State: _____ Zip Code: _____

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Please list all other cities and states in which you have lived as an adult. If more space is needed, add additional pages.

_____

_____

_____

Emergency Contact: _____

Relationship: _____ Phone: _____

SOCIAL MEDIA (If applicable):

Facebook: _____

Twitter/X: _____

Instagram: _____

Other Social Media Account(s): _____

Why do you want to work with children at Mayflower Church?

_____

_____

Please list any talents, vocations, preparation, training or other experiences that have equipped you to work with children.

_____

_____

Please list any professional licenses, certifications, experience, skills, languages, relevant volunteer activities or hobbies, etc.

_____

_____

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Please list any military service. If you served, did you fulfill your term of service? What was your discharge status?

_____

_____

Please list your computer skills.

_____

_____

Do you have any other skills you wish to mention?

_____

_____

What is your desired compensation? _____

If you are interested in more than one position, please list your second position choice.

_____

_____

If hired, when would you be available?

_____

_____

Are there any days/hours you would not be available to work?

_____

_____

Are you limited in the activities you are able to do, participate in, or perform?

_____

_____

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Have you previously worked for Mayflower Church? *If yes, please provide dates.*

_____

_____

Do you have any friends or relatives employed by Mayflower Church? *If yes, please list.*

_____

_____

EDUCATION

EDUCATION AND TRAINING LEVELS ARE CONSIDERED FOR EMPLOYMENT POSITIONS ONLY, TO THE EXTENT ALLOWED BY LAW.
(List most recent educational experience first.)

School: _____ Years: _____
City/State: _____
Major Course/Degree: _____
Graduated: _____ Cumulative GPA: _____

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Major Course/Degree: _____
Graduated: _____ Cumulative GPA: _____

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EMPLOYMENT HISTORY

List ALL PRIOR EMPLOYERS, with current/most recent employer first. If more space is needed, add additional pages.

Employer: _____

Start Date: ___/___/_____ End Date: ___/___/_____

Address: _____

_____

Position: _____

Duties: _____

Supervisor: _____ Phone: _____

Reason for Leaving: _____

Employer: _____

Start Date: ___/___/_____ End Date: ___/___/_____

Address: _____

_____

Position: _____

Duties: _____

Supervisor: _____ Phone: _____

Reason for Leaving: _____

Employer: _____

Start Date: ___/___/_____ End Date: ___/___/_____

Address: _____

_____

Position: _____

Duties: _____

Supervisor: _____ Phone: _____

Reason for Leaving: _____

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VOLUNTEER WORK

List any previous volunteer work related to children.
(If more space is needed, add additional pages.)

Organization: _____

Phone: _____ Contact Person: _____

Type of Work: _____

Age Range of Children Served: _____ Gender(s): Male Female

Start Date: ___/___/_____ End Date: ___/___/_____

Organization: _____

Phone: _____ Contact Person: _____

Type of Work: _____

Age Range of Children Served: _____ Gender(s): Male Female

Start Date: ___/___/_____ End Date: ___/___/_____

Organization: _____

Phone: _____ Contact Person: _____

Type of Work: _____

Age Range of Children Served: _____ Gender(s): Male Female

Start Date: ___/___/_____ End Date: ___/___/_____

Organization: _____

Phone: _____ Contact Person: _____

Type of Work: _____

Age Range of Children Served: _____ Gender(s): Male Female

Start Date: ___/___/_____ End Date: ___/___/_____

MAYFLOWER CHURCH

ADDITIONAL INFORMATION – CONFIDENTIAL

The following questions relate to our desire to protect the children in our care. We understand that the answers to these questions may be private and deeply personal, and we will protect your privacy in every possible context. In accord with our policy, suspicions or allegations of abuse or neglect of children *will be reported to relevant state authorities.*

Have you used illegal drugs in any form? *If yes, please explain.*

_____

_____

Have you ever physically or sexually abused a child?

_____

_____

Has anyone ever accused you (wrongly or not) of physically or sexually abusing a child?

_____

_____

Have you ever been the subject of an investigation or allegation of sexual misconduct, sexual abuse or sexual harassment involving a child or adult?

_____

_____

Have you ever been the subject of a civil lawsuit involving sexual misconduct, sexual abuse or sexual harassment involving a child or adult?

_____

_____

Y N Did you experience physical or sexual abuse as a child?

We realize this information is sensitive, and it will be kept entirely confidential, except in circumstances where a child's safety is negatively impacted by confidentiality. Answering 'yes' to *this question will not preclude an applicant from employment*.

_____

_____

If you answered 'yes' to the question above, please answer the following questions:

At what age did the abuse occur, and how long did it continue?

_____

_____

Have you had the opportunity to receive counseling in order to process past abuse in a healthy manner? If so, when and how did this occur?

_____

_____

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REFERENCES

One reference must be a person of the opposite sex, one a family member, and the rest non-family members. Please contact each of these references, get permission to list each as a reference, and let each reference know that a representative from Mayflower Church will contact them. (Please include the complete address: street, city, state, and zip code.)

PERSONAL

Name: _____

Relationship: _____ Time Known: ____ years, ___ months

Address: _____

Email: _____ Phone: _____

PROFESSIONAL (WORK SUPERVISOR IS STRONGLY PREFERRED)

Name: _____

Relationship: _____ Time Known: ____ years, ___ months

Address: _____

Email: _____ Phone: _____

FAMILY MEMBER (FAMILY OF ORIGIN PREFERRED)

Name: _____

Relationship: _____ Time Known: ____ years, ___ months

Address: _____

Email: _____ Phone: _____

ADDITIONAL REFERENCE (WORK SUPERVISOR IS STRONGLY PREFERRED)

Name: _____

Relationship: _____ Time Known: ____ years, ___ months

Address: _____

Email: _____ Phone: _____

MAYFLOWER CHURCH

APPLICANT HISTORY

Mayflower Church strives to provide a safe environment for children who participate in our programs. The following questions are in no way meant to offend or embarrass any applicant. For any "yes" answer, please attach a detailed explanation in writing. An affirmative answer does not disqualify an applicant from employment, and this document will be kept highly confidential.

Y N Have you ever been convicted, sentenced, placed on probation, entered a guilty plea, or been the subject of a deferred adjudication or disposition for violating any civil or criminal laws other than minor traffic offenses? *A positive response will not automatically bar you from employment consideration. If yes, please indicate the nature of the offense charged, the relevant dates, the name of your parole or probation officer (if applicable) and your current status.*

If yes, identify the charge(s) on which you were convicted, the date of the conviction(s), and the court in which the conviction(s) occurred. What were the circumstances surrounding the cases?

_____

_____

Y N Have you ever been convicted of a criminal offense (felony or misdemeanor) involving moral turpitude or violence? (Crimes of moral turpitude involve fraud, theft or dishonesty.) Answer "yes" if you have entered a plea agreement with a guilty plea, including a deferred sentence or deferred judgment arrangement in connection with a criminal case. Answering "yes" does not preclude an applicant from employment.

If yes, please indicate the nature of the offense charged, the relevant dates, the name of your parole or probation officer (if applicable) and your current status.

_____

_____

Y N Have you ever been charged with a sexual offense, offense relating to a

child, or crime of violence?

Y N Have you ever been reported to any organization or registry for abuse or misconduct involving children?

Y N Are you currently under charges for any criminal offense?

If yes, identify the case(s) pending, the date the charge(s) were issued, and the court in which the case(s) are pending, as well as any additional information you'd like to provide.

_____

_____

Y N Have you ever been convicted for use or sale of illegal drugs?

Y N Do you have any disciplinary action or investigation pending by an employer, other organization, professional association, or licensing body, for violence, sexual misconduct, or misconduct involving children?

Y N Have you ever been the subject of an abuse or sexual misconduct investigation by any employer, state licensing agency, law enforcement agency or child or adult protective services agency?

Y N Have you ever been disciplined or dismissed from any volunteer or employment position following an allegation of sexual misconduct, physical aggression, verbal aggression, or other inappropriate behavior?

Y N Have you ever been reprimanded, or asked to leave or end your involvement/work in any program or organization providing services to children?

Y N Have you ever been the subject of a complaint or disciplinary proceeding concerning any professional license or professional affiliation held by you?

Y N Have you ever had a license, professional license or certificate suspended, surrendered or revoked while allegations of abuse or sexual misconduct were pending or under investigation OR due to an adjudication or findings of abuse or sexual misconduct?

Y N Have you ever been dismissed from any child-serving position as a paid worker or volunteer? *If yes, give date and location:*

_____

Y N Have you ever been arrested for sexual assault or molestation related to a child? *If yes, give date and location:*

_____

**A conviction, pending charge or pending case is not an automatic bar to employment. Mayflower Church will consider, among other things, the nature of the offense, the nature of the job, the timing of the offense, and your activities and conduct since the offense occurred before making a final decision. All employment decisions will conform to applicable law.*

MAYFLOWER CHURCH

APPLICANT STATEMENT AND RELEASE

PLEASE READ CAREFULLY BEFORE SIGNING

I authorize Mayflower Church personnel to communicate with any prior employer or organization with whom I have volunteered in the past related to *work with children or minors.*

I authorize any reference or organization listed in this application, as well as *any* past employer or volunteer supervisor, to release any information contained in files or records concerning me. I authorize any reference, organization or past employer to provide any information (including opinions) that they may have regarding my character and fitness for any employment opportunity at Mayflower Church.

I release any individual, employer, reference or any other person or organization, including record custodians, both collectively and individually, from any and all liability for damages of whatever kind or nature which may at any time result to me, my heirs or my family, on account of compliance or any attempt to comply with this authorization. This authorization specifically includes information, opinions or records related to protection of children.

I release and discharge Mayflower Church and its agents and associates to the full extent permitted by law from any claims, damages, losses, liabilities, expenses or any other charges or complaints filed with any agency arising from retrieving and reporting this information. I may invoke my right to inspect any information provided about me by any consumer reporting agency.

I understand and agree that if I am offered conditional employment, my appointment is for no definite period and may, regardless of the date or method of payment of my wages or salary, be terminated by either party at any time without previous notice or cause and is subject to change in wages, conditions, benefits and operating policies.

If employed, a potential employer may contact Mayflower Church or its representatives *in the future* concerning my work record and work performance at Mayflower Church. Specifically, I agree that Mayflower Church may share information with any future potential employer if such information relates to inappropriate behavior with a child or moral turpitude.

MAYFLOWER CHURCH

I authorize Mayflower Church to divulge any and all information relevant to any potential future employer concerning my work and/or performance at Mayflower Church. This consent specifically includes any information related to any allegation or investigation of elder abuse, abuse of a child, sexual abuse, sexual assault or molestation in any form.

As a prospective employee of Mayflower Church, I agree to conform to the highest standards of safety, interpersonal conduct and sexual morality. I affirm that I will strictly comply with Mayflower Church policies, including those concerning protection of children, sexual abuse and misconduct, and interpersonal relationships. I understand and agree that failure by me to abide by such policies may result in my immediate dismissal.

I understand, as a condition of employment, I will be required to provide proof that I am legally eligible to work in the United States.

I understand that I may become aware of Confidential Information related to the operations of the Mayflower Church. I acknowledge that any disclosure or misappropriation of any Confidential Information may cause irreparable harm to the organization.

I authorize and consent to a Background Check investigation. This investigation may include, but is not limited to, driving records, name verification, the use of my social security number, county civil court records, county felony criminal history, county misdemeanor or criminal history, federal civil court records and all criminal history (statewide, federal or extended). I understand that adverse results in a Background Check, including ongoing Background Checks, could negate my employment or continued employment.

In consideration of the receipt and evaluation of this application, I **release** Mayflower Church and its agents from any and all liability for any damage that may result from furnishing such information to Mayflower Church. I **waive** any right that I may have to inspect any information provided about me by any person or organization identified by me in this application, or any past employer, except as may be required by law.

MAYFLOWER CHURCH

The information contained in this application is true and correct. I understand and agree that any false answers or statements on this application, or any false statements made during the interview process, will be sufficient grounds for not hiring, or immediately discharging me, no matter when discovered.

Optional:
I agree to a medical examination or inquiry, if requested, if I receive a conditional offer of employment, including the analysis for the detection of the use of illegal drugs or controlled substances. I understand that testing positive for illegal drugs or controlled substances could negate my employment or continued employment.

I HAVE CAREFULLY READ AND AGREE TO THE FOREGOING. I UNDERSTAND AND AGREE THAT A COPY OF THIS APPLICATION WILL BE AS VALID AS THE ORIGINAL.

Applicant Signature: _____ Date: _____

Applicant Name: _____

MAYFLOWER CHURCH

APPLICANT STATEMENTS AND AGREED CODE OF CONDUCT

PLEASE READ CAREFULLY BEFORE SIGNING

Please initial each of the following statements:

_____ I declare that all statements contained in this application are true and that any misrepresentation or omission is cause for rejection of my application, or dismissal from my employment or program involvement.

_____ I understand that **my references and contacts** from prior work with children may be contacted and that an appropriate **Background Check** will be conducted. I authorize the investigation of statements contained in this application. I specifically authorize Mayflower Church to undertake a Background Check.

_____ I understand that I must be interviewed and recommended by Mayflower Church screening personnel before I begin an employment position.

_____ I understand that I may withdraw from the application process at any time.

_____ I understand that Mayflower Church has a policy of ZERO TOLERANCE FOR ABUSE and takes all allegations of abuse and neglect seriously. Mayflower Church **staff members report all suspicions of abuse or neglect of any child to relevant law enforcement agencies.** I further understand that Mayflower Church cooperates fully with authorities to investigate all cases of abuse or neglect of any child. Abuse of any kind is grounds for immediate dismissal from employment and may support criminal charges.

_____ I declare that I have not abused any child. I have not perpetrated physical abuse, sexual abuse, emotional abuse or neglect against a child, minor or child, and I have never been accused of these acts.

_____ I understand and agree that false statements and/or omissions regarding past conduct and/or present situations may be grounds for denial of this application for employment.

_____ If employed, I agree to read and abide by all Policies concerning my conduct and behavior toward children or minors.

MAYFLOWER CHURCH

_____ I understand that I am required to notify my immediate supervisor if I am arrested, charged or accused of criminal behavior during my time of employment with Mayflower Church. To the extent required by law, this information will be kept confidential.

Applicant Signature: _____ Date: _____

Applicant Name: _____

For office use only: I have reviewed this application and have noted any missing information.

Screening Personnel Signature: _____ *Date:* _____

Screening Personnel Name: _____