



Welcome to the YMCA of Columbia-Willamette

Thank you for considering employment at the YMCA. The YMCA (Young Men's Christian Association) of Columbia-Willamette is an association of **people who are passionately committed to our purpose and mission**. Our culture, based on our Christian heritage, is welcoming and accessible to all.

To fulfill our mission, we recruit, develop and maintain a diverse workforce in an environment of mutual support, encouragement, accountability, compassion and forgiveness. We are committed to the following:

- Establish long-term relationships
- Strive for excellence in all that we do
- Lead by example and serve others
- Develop people to their fullest potential
- Incorporate YMCA Christian principles into our work
- Thoroughly enjoy what we do

As part of the application process, in one page or less answer the questions below. Additional information about the mission and purpose of the YMCA of Columbia-Willamette can be found on our website: www.ymcacw.org.

1. Why are you interested in working for the YMCA? What are your expectations?
2. The reason why the YMCA exist is to equip, train, teach, encourage and to see those we serve (staff, volunteers and our members) take personal responsibility for their own spiritual, mental and physical well being and then to care for those less fortunate. What is your reaction to our purpose?
3. What do you know about the mission of the YMCA? What is your reaction to the Christian based mission of our organization? Please provide an example of how you would put into practice the mission of the YMCA in the job you are applying for?
4. By providing examples, convince me that you can adapt to a wide variety of people, situations and environments. What obstacles did you face? How did you overcome them? What did you do?



Notice to Applicants/Employees/Volunteers:
We make every effort to prevent child abuse,
and conduct multi-state background checks.

VOLUNTEER/INTERNSHIP APPLICATION

Full Name

Home Phone

Street Address

City

State

Zip

Daytime or Message Phone

Emergency Phone Number

E-Mail Address

Volunteer Location

What days and times are you available to volunteer?

Day of Week	M	T	W	Th	F	Sa	Su
List avail. times							

Does your employer match monetary contributions or contribute money for volunteer hours?
YES NO

Are you volunteering for Community Service? **YES NO**

Are you volunteering as an internship? If so what college? _____

Have you previously volunteered or been employed at a YMCA? **YES NO**

Why are you interested in volunteering?

What skills and training qualify you for this volunteer position?

What are some of the skills, talents and interests that you would enjoy sharing?

Please list previous volunteer experiences and any volunteer experiences where you worked with children.

Additional Information:

Have you ever been convicted of a felony or a felony offense against a person or any misdemeanor or felony offense in which the victim was a minor in any state at any time, including convictions that have been expunged, sealed, set aside, or otherwise removed from your criminal history record, including convictions that you have been told by legal authorities you need not report, but not including

convictions that have been expunged pursuant to ORS 419A.260 and ORS 419A.262? If yes, please report the crime for which you were convicted, date of conviction and state where conviction occurred.
___ Yes ___ No If yes, please explain

I voluntarily authorize YMCA of Columbia-Willamette and its agents to obtain criminal background information about me, including but not limited to, information that was expunged, sealed, set aside or otherwise removed from my criminal record history but not including convictions that have been expunged pursuant to ORS 419A.260 and ORS 419A.262 for volunteer purposes in connection with my application and hire for employment with the YMCA. I also authorize and direct law enforcement authorities, court personnel and any other public or private officer or person, to disclose all of the aforesaid information, without condition or qualification, to the YMCA of Columbia-Willamette. I specifically authorize YMCA of Columbia-Willamette to obtain consumer reports from consumer reporting agencies including, but not limited to, Criminal Info Services, Inc. (CIS) for employment purposes. I understand I have rights under FCRA as indicated in the Fair Credit Reporting Act Disclosure Notice I will receive if offered to volunteer with YMCA of Columbia-Willamette. (_____ Initial here)

You are advised that the YMCA of Columbia-Willamette may request a fingerprint based criminal records check for the purposes of evaluating your fitness as an employee. You may obtain a copy of the record check report from, or challenge the accuracy or completeness of the record check report, through the Oregon State Police or Washington State Patrol identification services section or the Federal Bureau of Investigation. (_____ Initial here)

In the YMCA of Columbia-Willamette's efforts to attract the highest quality volunteers, I have been advised that, as a part of the application process for volunteer service with the YCMA, an extensive inquiry will be made concerning my prior employment, activities, character, and I fully consent to and authorize all such inquiries. If the YMCA accepts my volunteer service, I will comply with all policies and procedures established by the organization. I authorize the YMCA to request my employment record from any former employer(s). I further understand that inquiries may be made concerning my background, experience, and prior employment. I hereby waive any right to claim that any request or investigation is an invasion of my privacy, since it is made with my consent and it is in my interest that I be considered for volunteer service. I understand that my continued involvement as a volunteer is contingent upon a clean criminal history background check.

I understand that it is this YMCA's policy to secure conviction-only criminal history information as a part of the screening process for volunteers. I have provided the following information for the sole purpose of the YMCA obtaining a conviction-only criminal history file search. I understand that they YMCA of Columbia-Willamette does not condone child abusers and that the YMCA will be seeking information in my background related to child abuse.

Full Name _____

Maiden name/names previously used _____

Previous states lived in the last seven years _____

I certify that all statements made by me on this application are true to the best of my knowledge and that I have withheld nothing that would, if disclosed, affect this application unfavorably. I understand and agree that any misrepresentation or omission of facts would exclude my being considered for volunteer service or, after my service begins, may be cause for termination.

I understand that the YMCA will take seriously any allegations or suspicions of child abuse and will report such allegations to the police and state agencies for investigation.

I also understand that the YMCA strongly discourages any fraternization outside of YMCA programs between volunteer staff members and youth participants. I understand that if a volunteer wishes to fraternize due to a family relationship or longstanding friendship with a participant, or the participant's family, such fraternization should be disclosed to the volunteer's immediate supervisor. Furthermore, it should not take place without the presence of another adult.

I understand that written approval of such fraternization must be obtained from the supervisor or another YMCA representative. All other personal contact between volunteer staff members and youth participant is prohibited.

I understand and agree that if my service as a volunteer is accepted, there is no contract period for volunteer service and my volunteer service would be solely "at will", giving either me or the YMCA the right to terminate my volunteer service at any time without liability or obligation.

I hereby acknowledge that I have read and understand the above statement and that I voluntarily sign this application.

Signed

Date

Signature of parent or Guardian if applicant is under 18

Date

Insurance Information:

Thank you for volunteering your time with the YMCA of Columbia-Willamette. We hope this will prove to be a rewarding experience for you. As a volunteer, you are **not** covered by the YMCA's Worker's Compensation program. You are, therefore, urged to have your own health insurance if ever the event of an injury occurs while performing your volunteer duties. The YMCA carries insurance for accidental injury for the public arising from our programs, which will protect you in the event of property damage or accidental injury to the public as a result of your performance or volunteer duties **assigned by the YMCA of Columbia-Willamette.**

I HAVE READ AND UNDERSTAND THE ABOVE INFORMATION ON VOLUNTEERS AND INSURANCE

Signature _____ Date _____

Internship Application

Student Application for YMCA of Columbia Willamette Internship		
Date	First Name	Last Name
Address	City, State, Zip	Phone and e-mail
College/University	Major/Minor	Academic Supervisor
GPA to date GPA in major <input style="width: 100%; height: 20px;" type="text"/>	YMCA department preferred for internships	
Academic status		
What are you looking for in an internship at the YMCA of Columbia Willamette?		
What current skills do you have that would assist with a good internship (such as program experience/computer skills, volunteer experience, qualifications/certifications)?		
Will you receive credits for the internship? If yes, name course _____ # possible credits _____	Are you looking for a paid internship? If yes, required stipend/salary _____	

This application will serve as declaration of my intention to participate in the internship as agreed upon with the YMCA of Columbia Willamette. I have met with my college internship supervisor and have received approval as applicable for my degree program.

_____ Student's signature _____ Date

_____ College Internship Supervisor's signature _____ Date

Required attachment: resume/volunteer or employee if paid application/Code of Conduct/volunteer acknowledgement and fair credit reporting act (in order to obtain a background check)