

YMCA of Ithaca & Tompkins County Application for Employment

The YMCA of Ithaca and Tompkins County provides equal employment opportunities to all applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

Position Applying For: _____ Date: _____

Personal Data

Name: _____ Date Available for Hire: _____

Present Address: _____
Street City State Zip

Phone Number: (____) _____ - _____ Email address: _____

Permanent Address: _____
Street City State Zip

Background Experience (in chronological order, most recent listed first):

Name of Organization	Position	Employment Dates	Supervisor(s) Name(s)	Email/Phone #(s)

Education

School	Major Course or Degree Program	Month & Year Attended From/To	Degree Received

Availability

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Are there any times during the year that you are not available for employment?

List any certifications you hold which are valid, and their corresponding expiration dates:

Lifeguarding: _____

First Aid: _____

W.S.I.: _____

C.P.R.: _____

A.E.D.: _____

Other: _____

Please answer the following questions fully and specifically:

1) Why do you want to be a YMCA employee? _____

2) Why did you leave your last position? _____

3) What are the three major contributions you will make to the YMCA? _____

Childcare Qualifications (Please only complete this section if applying for a position working with children)

Please indicate which age groups you have prior experience working with:

Younger than 3 yrs. ____; 3-5 yrs. ____; 6-7 yrs ____; 8-9 yrs. ____; 10-12 yrs. ____; 13-14 yrs. ____

If applying for a **position working with children**, please list any paid and/or volunteer experience in leading recreational activities, working with children between the ages of 6 weeks and 14 years, or any course or training session you have taken which will help you be a good caregiver. Any applicant working with children should be a minimum of 16 years of age.

Experience	Dates	Agency, School, Etc. and Email/Phone Number

Please answer the following questions fully and specifically:

1) Which age group do you feel you are most qualified to work with? Why? _____

2) What relevant skills have you acquired that will enhance your ability to successfully work with children? (i.e. sports, crafts, leadership, outdoor experience, swimming, a special talent, etc.) _____

3) Design and describe an activity for an age group of your choice. (You may use an additional sheet if needed.)

References

Please list *three people* who are not relatives who could attest to your abilities to be a YMCA employee.

Name	Email Address	Phone Number	Relationship / Years Acquainted

In the YMCA of Ithaca and Tompkins County's effort to attract the highest quality staff, I have been advised as a part of the application process for employment that an extensive inquiry will be made concerning my prior employment, activities, character, and qualifications and I fully consent and authorize all such inquiries.

Initial

If employed by the YMCA of Ithaca and Tompkins County, I will comply with all policies set forth in the personnel manual and with all other policies established from time to time by the organization. I understand that my initial employment may be contingent upon receipt of a current physical examination made of me by a licensed physician. Additionally, I authorize the YMCA to request my employment record from any former employer(s). I further understand that inquiries may be made by the YMCA, or their representatives, to any governmental agency, including law enforcement agencies or departments, or any other party with a legal or proper interest. I hereby waive any right to claim that any request or investigation is an invasion of my privacy, since they are made with my consent, and it is in my interest that I be considered for employment.

Initial

I certify that all statements made by me on this application are true and complete 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 employment, and if after employment, would be cause for termination of employment within the YMCA of Ithaca and Tompkins County.

Initial

I hereby acknowledge that I have read and understood the above statements, and that I voluntarily sign this application.

Signature of Applicant

Date

Please attach a current résumé if one is available.



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FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**