

JENNINGS COUNTY SCHOOL CORPORATION
MAIN STREET
NORTH VERNON, IN 47265
(812) 346-4483

VOLUNTEER APPLICATION

Date of Application _____

Applicants are considered for all positions without regard to race, color, religion, sex, national origin, age material or veteran status, or the presence of a non-job-related medical condition or handicap.

Name of child _____ Teacher _____

School _____

Part A

Please check the assignments(s) for which you want to volunteer.

classroom* coach* office* library*
 technology* clubs lunch room clean-up
 supervision field trips room parent dance

If you checked one of the following assignments: classroom, coach, office, library, or technology, you are required to complete Part B of the JCSC Volunteer Application.

Last Name	(Maiden Name)	First Name	M/I
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Address	City	State	Zip Code
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Home Phone: _____ Work Phone: _____ Cell Phone _____

E-mail _____ Driver's License # _____

Social Security Number _____ (optional)

Emergency Contact: Name _____ Phone _____

It is understood and agreed upon that any misrepresentation by me in the application will be sufficient cause for cancellation of this application and/or separation from the JCSC volunteer program. All volunteers of the JCSC are subject to a criminal history/sex offender background check; therefore, they will be expected to provide JCSC with their date of birth and a copy of driver's license for the purpose of conducting the criminal history background check.

_____	_____	_____
Date	Volunteer's Signature	Date of Birth

Part B

EDUCATION

or School	Address	Years Attended	Degree/Date Hours and/or credits
High School			
College*			
Other			

*Transcripts are to be filed with completed application

WORK HISTORY

Start with your present/last position

Employer	Location
Dates: _____ Supervisor: _____	
Describe the work you did: _____	
Reason for leaving: _____	

Employer	Location
Dates: _____ Supervisor: _____	
Describe the work you did: _____	

Reason for leaving: _____

Employer	Location
Dates: _____	Supervisor: _____
Describe the work you did: _____	
Reason for leaving: _____	

REFERENCES

Please list the names of four persons who know of your personal or professional background and qualifications.

Name and Position	Address	Telephone
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please list any experiences or activities that would be related to the assignment(s) for which you are volunteering.

Experience/Activity	Location/Organization	Date
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Briefly state what you believe you can contribute as a volunteer for the Jennings County School Corporation.

Please list technological and software you can operate and feel confident in using:

Are you legally eligible for employment in the country? Yes No

(Proof of U.S. Citizenship or immigration status will be required upon an offer of employment.)

It is understood and agreed upon that any misrepresentation by me in the application will be sufficient cause for cancellation of this application and/or separation from the JCSC volunteer program. All volunteers of the JCSC are subject to a limited criminal history, sex offender, and child abuse background check; therefore, they will be expected to provide JCSC with their date of birth, for the purpose of conducting the limited criminal history, sex offender, and child abuse background checks.

Date: _____ Volunteer's
Signature: _____

**JENNINGS COUNTY SCHOOL CORPORATION
SUPPLEMENT TO EMPLOYMENT APPLICATION
Request for Background Information**

Dear Applicant:

Jobs with the Jennings County School Corporation involve contact with our student population. We ask that you complete the questions below to help us evaluate your suitability to work with these students. All applicants for employment are expected to provide us with this information; you are not being singled out for closer inspection. This separate form is part of the application process itself and any misrepresentation or omission of facts may be grounds for disqualification from further consideration or for termination from employment regardless of when the misrepresentation or omission is discovered.

The conviction of a crime or any affirmative answer provided by you on this insert is not an automatic bar to employment. The school district will consider the nature of any conviction or alleged conduct underlying the affirmative response, the date of the alleged conduct in question, your intervening conduct and the relationship between the offense or alleged conduct underlying the affirmative response and position for which you are applying.

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1. Are you presently under investigation by any employer because of your conduct or the quality of your work? Yes No If so, please explain the circumstances on a separate sheet and attach it to this application.
 2. Have you ever resigned from a job as a result of any investigation or discipline by an employer? Yes No If yes, please explain the circumstances on a separate sheet and attach it to this application.
 3. Have you ever been the subject of an investigation, an arrest, a charge, or a conviction involving the physical or sexual abuse of any persons whether an adult or a minor? Yes No If so, please explain the circumstances on a separate sheet and attach it to this application.
 4. Have you ever been arrested, charged, and/or convicted for any misdemeanor or felony? Yes No If so, please explain the circumstances on a separate sheet and attach it to this application.

AUTHORIZATION AND RELEASE

I AUTHORIZE THE Jennings County School Corporation to investigate my employment history and my criminal history, if any. Further, I authorize the Jennings County School Corporation to obtain any information about me maintained in the "child abuse registry" authorized by I.C. 31-6-11-12.1 and an expanded criminal history check. I hereby authorize my previous employer and their agents and employees to release of my employment history records that are requested by the Jennings County School Corporation. Further, I also authorize any local, state, or federal agency to release to the Jennings County School Corporation any expanded criminal history records and child abuse registry records that pertain to me. I agree to

execute all documents required to obtain the release of each such records and pay any and all fees associated with background checks (\$31.50).

Link: JCSC.org; employment; Safe Hiring Solutions

RELEASE OF CLAIMS

I HEREBY EXPRESSLY WAIVE AND RELEASE ALL CLAIMS THAT MAY ARISE OUT OF THE RELEASE OF RECORDS OR HISTORY HEREIN THAT I MAY HAVE AGAINST THE JENNINGS COUNTY SCHOOL CORPORATION, ITS DIRECTORS, OFFICERS, AGENTS, OR EMPLOYEES OR THAT I MAY HAVE AGAINST THE PROVIDER, ITS OFFICERS, AGENTS, OR EMPLOYEES, SUCH RECORDS OR HISTORY.

I HAVE READ THIS AUTHORIZATION AND RELEASE OF CLAIMS, AND I EXPRESSLY AGREE TO THE TERMS SET OUT HEREIN.

Signature Date

Please Print Your Name

Social Security Number

Please Print Your Complete Address

Birthdates (Only for Purposes of Requesting Criminal History Information)