



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

RYE YMCA

21 Locust Avenue, Rye, NY 10580
P: 914-967-6363 F: 914-967-0644
Equal Opportunity Employer

EMPLOYMENT APPLICATION

This association does not discriminate in the recruitment, hiring, and conditions of employment on the basis of race, color, religion, national origin, sex, marital status, sexual orientation, disability, age, veteran status or any other protected class. No question on this application is intended to secure information to be used in a discriminatory manner. Your completed application will be reviewed carefully, but its receipt is not a guarantee of employment. Employment consideration necessitates that you meet all minimum qualifications required for the position for which you are applying. **This application must be completed by the applying candidate only.**

Our Mission Statement: The Rye YMCA is a family-oriented community service organization which welcomes all people and promotes positive values through programs that build spirit, mind and body.

Full Name (first, middle, last, maiden)			Today's Date	
Street Address		City	State	Zip
Home Phone		Cell Phone		
Email Address (please print legibly)				
Are you authorized to work in the United States? Yes <input type="checkbox"/> No <input type="checkbox"/>				
Are you 18 years of age, or over? Yes <input type="checkbox"/> No <input type="checkbox"/> Are you a veteran? Yes <input type="checkbox"/> No <input type="checkbox"/> Dates of Service:				

GENERAL INFORMATION:	
Applying for position as:	Full Time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary <input type="checkbox"/>
Date Available:	Preferred Salary Range:
If applying for seasonal work, are you available during the schoolyear: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Have you previously applied for employment for any YMCA?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you previously worked for a YMCA?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If so, when and please name the YMCA:	
How were you referred to the Rye YMCA? Please share the name of the referral source:	
Have you failed to be reemployed, ever been involuntarily discharged, fired or asked to resign a position? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If yes, give dates and circumstances:	

EMPLOYMENT HISTORY

List all positions you have held, beginning with your most recent. Include self-employment and volunteer work. Attach an additional sheet if necessary. If no history, simply state "none."

Name of current or last employer		Dates Employed From: To:	
Street Address	City	State	Zip Phone
Name and title of immediate supervisor	May we contact this employer while we are considering your application? Yes <input type="checkbox"/> No <input type="checkbox"/>	Your position/title	
Reason(s) for terminating or considering a change	Any supervisory experience? Yes <input type="checkbox"/> No <input type="checkbox"/> If so, please describe:		
List major duties performed in this position			

Name of previous employer		Dates Employed From: To:	
Street Address	City	State	Zip Phone
Name and title of immediate supervisor	May we contact this employer while we are considering your application? Yes <input type="checkbox"/> No <input type="checkbox"/>	Your position/title	
Reason(s) for terminating or considering a change	Any supervisory experience? Yes <input type="checkbox"/> No <input type="checkbox"/> If so, please describe:		
List major duties performed in this position			

REFERENCES 4 references are required (one needs to be a family member)

Reference #1 Name	Title, Company Name	Email	Phone #
Reference #2 Name	Title	Email	Phone #
Reference #3 Name	Title	Email	Phone #
Family Reference	What relation are they to you?	Email	Phone #

EDUCATION

Level	Name & Location	Dates Attended	Did you Graduate?	Degree/Diploma	Major/Course
High School		From			
		To			
College		From			
		To			
Business Trade Technical		From			
		To			
Other (GED, etc.)		From			
		To			

SPECIAL SKILLS
Please describe any volunteer work or other experiences you consider relevant to the position you are applying for and when you completed it.
Please describe any honors, recognition, or awards you have achieved.
Please list any certifications you have and their expiration dates (First Aid, CPR, etc).

STATEMENT ON CHILD ABUSE PREVENTION
<p>The Rye YMCA’s leadership and Board of Directors take both the protection of employees and participants and the prevention of abuse extremely seriously and structure our programs so that no one may be alone with a child at any time. We try to prevent any and all opportunities for abuse and we periodically interview participants about their experience in our programs. If an allegation does occur, we will proactively work with the authorities. We have zero tolerance for risky or inappropriate behavior, bullying, and abuse.</p> <p>In the Rye YMCA’s efforts to attract the most qualified employees, volunteers, contractors, temps, etc., we conduct an extensive inquiry into the background of all applicants. I understand that the Rye Y will look into my prior employment activities and character, and I fully consent to and authorize all such inquiries. I have been advised that as a part of the application process for employment I will be subject to a thorough background investigation which may include, but are not limited to:</p> <p>-References of past employers -Personal References -Background Check -Sex Offender Registry Check</p> <p>I will comply with all policies set forth by the Rye YMCA, which are stated in the organization’s Employee Handbook and also with other policies established from time to time by the Rye YMCA. I have authorized the YMCA to request personal information from former employer(s). I understand that inquiries may be made, except those prevented by law, concerning my background, experience and prior employment; therefore 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. I understand that my continued employment is contingent upon the successful completion of a criminal history background check, which will be determined in the Rye YMCA’s sole discretion.</p> <p>I understand that it is the Rye YMCA’s policy to secure indicated child abuse or maltreatment information as part of the pre-employment screening process. I have provided the following information for the sole purpose of obtaining an indicated child abuse or maltreatment report file search. I understand that the Rye YMCA does not condone child abusers and that the Rye YMCA will be seeking information in my background related to child abuse.</p> <p>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 employment or after employment, may be cause for termination of employment with the Rye YMCA.</p> <p>I understand that the Rye YMCA will take any allegations or suspicions of child abuse seriously and will report such allegations to the police and state agencies for investigation. I also understand that if hired <i>as</i> a YMCA employee, I am not allowed to fraternize with Rye YMCA youth members or participants outside of Rye YMCA programs, especially babysitting or inviting children to my home.</p> <p>I understand and agree that if I am employed, there is no contract period for employment and my employment would be solely an "employment at will" giving either me or the Rye YMCA the right to terminate my employment at any time without liability or obligation except for my regular pay through the date <i>of</i> my termination.</p>

APPLICANT STATEMENT						
<p>The above information is true and complete to the best of my knowledge. Should I be employed by the Rye YMCA, any misrepresentation or false statement contained herein may be considered cause for possible dismissal. The Rye YMCA has my permission to obtain all necessary information from the references. I have listed, or any other sources, concerning my prior employment or personal history, and I release all parties from any possible damages resulting from disclosing such information.</p>						
<table style="width: 100%; border: none;"> <tr> <td style="border: none; width: 33%; text-align: center;">_____</td> <td style="border: none; width: 33%; text-align: center;">_____</td> <td style="border: none; width: 33%; text-align: center;">_____</td> </tr> <tr> <td style="border: none; text-align: center;">SIGNATURE</td> <td style="border: none; text-align: center;">DATE</td> <td style="border: none; text-align: center;">PRINT NAME</td> </tr> </table>	_____	_____	_____	SIGNATURE	DATE	PRINT NAME
_____	_____	_____				
SIGNATURE	DATE	PRINT NAME				

Options for submitting your employment application:

- (1) Hand-in at the Rye Y Membership Desk (2) Submit to Human Resources

CAMP POSITION INFORMATION

Fill out this information, ONLY if you are applying for a camp position.

As required by the American Camp Association, camp staff must be at least 16 years old to be able to supervise children in summer camp. We have a limited amount of Junior Counselor roles (16 and 17 years old) as we are required to maintain 80% of our camp staff at 18 years old and older. Please choose the box below that best applies to you.

I am at least 16 years old, or will be by June of this year I am at least 18 years old, or will be by June of this year

Please circle all camps you are interested in working at...

DISCOVERY CAMP	SPORTS CAMP	STEAM CAMP	ADVENTURE CAMP	KINDER CAMP	GYMNASTICS CAMP
Ages 4-12 @ Osborn School <i>A traditional co-ed day camp with crafts, games, swim lessons, trips and more.</i>	Ages 5-12 @ Osborn School <i>A co-ed day camp for sports enthusiasts that focuses on individual/team skills.</i>	Grades 2-5 @ Osborn School <i>A co-ed day camp focusing on Science, Technology, Engineering, Art, and Math.</i>	Grades 6-9 @ Osborn School <i>A co-ed day camp which goes on daily local and regional trips.</i>	Ages 3-6 @ Rye Y <i>An entry-level co-ed day camp designed for our youngest campers. Half & full-day options.</i>	Ages 6-14 @ Rye Y <i>A co-ed day camp that focuses on building gymnastics skills. Half & full-day options.</i>

STAFF COMMITMENT

- Mandatory Camp Staff training is the week before camp start date (graduation is an exception; please note below).
- Camp is 8-weeks in length
- We ask for a commitment of no more than 5 days off for the entire summer.
- We have daily swim lessons at many of our camps and we ask our staff to be active participants in the pools.

Please share any conflicts with the above:

SPECIAL SKILLS RELATED TO CAMP:

All counselors and leadership staff assist in daily swimming and swim lessons. We provide instruction training and skills. Please let us know if you have any concerns about being in a pool at least 4 feet deep.

Please describe any special skills relevant to summer camp (arts, sports, teaching/instruction, games, leadership, STEM, etc)

Please describe any volunteer work or other experiences you consider relevant to the position you are applying for and when you completed it.

Please describe any honors, recognition, or awards you have achieved.

Please list any certifications you have and their expiration dates (First Aid, CPR, etc).