



VOLUNTEER COACH APPLICATION

Thank you for your interest in the City of Lakewood Volunteer Coach Program. A background check is required for specific City of Lakewood volunteer positions where the volunteer works with vulnerable populations, e.g., children, seniors, individuals with disabilities.

Please complete and sign the application and email it to volunteercoaches@lakewood.org.

Date _____

Name _____ Phone Number _____

Address _____ City _____ State _____ Zip Code _____

E-Mail _____

Emergency Contact _____ Relationship _____

Emergency Phone _____

Volunteer Waiver

I FURTHER UNDERSTAND THAT I WILL NOT RECEIVE ANY TYPE OF COMPENSATION FOR MY VOLUNTEER SERVICES AND THAT I AM NOT COVERED UNDER THE CITY OF LAKEWOOD'S WORKERS' COMPENSATION PROGRAM SHOULD I SUFFER ANY TYPE OF ILLNESS OR INJURY. THE CITY OF LAKEWOOD CAN SEPARATE FROM MYSELF AND MY VOLUNTEER SERVICES AT ANY TIME AT THE DISCRETION OF THE VOLUNTEER SUPERVISOR BASED ON VIOLATION OF PROGRAM POLICIES AND/OR PROCEDURES OR INABILITY TO COMPLETE THE VOLUNTEER TASK THAT HAS BEEN ASSIGNED IN COMPLIANCE WITH SPECIFIC PROGRAM EXPECTATIONS.

Volunteer Signature _____

Date _____

City of Lakewood
 RELEASE OF INFORMATION



Updated May 2017

PLEASE COMPLETE ALL FIELDS - PRINT CLEARLY

Name <i>(First, Middle, Last)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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The following information is required to ensure your suitability for employment/volunteering/contracting with the City of Lakewood. It will be used to conduct a background check of your criminal conviction history, driving history records (if applicable to position), as well as an investigation into your previous employment. Please note: Many positions require a credit check and/or a check of current and past civil (in rare instances) cases, e.g., positions in the Finance Department. You will be contacted if any other information is needed or we need to conduct a credit check. Special note: Positions in the Police Department, City Attorney's Office and Municipal Courts also require checks of arrest records.

Background checks are done through consumer reporting agencies that include the National Sex Offender Public Registry. Some departments, e.g., Police Municipal Court and City Attorney's Office, use the National Crime Information Center and Colorado Crime Information Center.

List all other names under which you have been known *(including the dates the names were applicable)*

Dates	<input type="text"/>	Names	<input type="text"/>
<input type="text"/>		<input type="text"/>	
<input type="text"/>		<input type="text"/>	

Birth Date:	<input type="text"/>	SSN:	<input type="text"/>
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Current Address	City and State	Zip Code
<input type="text"/>	<input type="text"/>	<input type="text"/>

Phone	<input type="text"/>	E-Mail:	<input type="text"/>
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Driver's License Number (if driving position):	Issuing State:
<input type="text"/>	<input type="text"/>

Sex:	<input type="text"/>	Race	<input type="text"/>
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Have you ever been convicted of any criminal action?	<input type="text"/>
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If yes, please give details (when, type of conviction, was conviction a misdemeanor or a felony, court location and jurisdiction. Please explain the circumstances. Use an additional sheet, if needed.)
Convictions will not necessarily preclude you from employment/volunteering/contracting. However, the City of Lakewood may contact the jurisdiction regarding the criminal action noted.

If you are applying for a position with the City's Police Department, City Attorney's Office or Municipal Courts please list any arrests and include the circumstances.

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I authorize you to release any and all information to the City of Lakewood including, but not limited to, employment histories, work evaluations, criminal arrests when applicable and based on position, convictions (including felonies, misdemeanors and traffic offenses), and where applicable, credit checks and civil (in rare instances) case information. In this regard, please consider this letter as my waiver of any rights I may have enjoyed to privileged communications with you. **I understand my future and/or continued employment/volunteering/contracting with the City of Lakewood is contingent upon the results of this background check. The results of this background check must: a) be consistent with application information given; and b) not be in conflict with City standards for this position. The person identifying information on this document will be checked against a government issued photo ID. Falsification of this information will lead to termination, or disqualification of employment.**

Signature: _____ Date: _____

Hiring Supervisor Must Fill Out:			
Supervisor:	<input type="text"/>	Department <input type="text"/>	Extension <input type="text"/>
Hiring Position Title:	<input type="text"/>		Driving Position: <input type="text"/>
Contracting Co Name:	<input type="text"/>		Physical Required: <input type="text"/>
Position Status:	<input type="text"/>		End of Assignment: <input type="text"/>
If this is a background for a contractor, please provide an account #: <input type="text"/>			
Job Code:	<input type="text"/>		