



**BOYS & GIRLS CLUBS**  
OF THE LEWIS CLARK VALLEY

## VOLUNTEER APPLICATION

Please Print or Type

Thank You for Your Interest In Volunteering!

Thank you for your interest in becoming a volunteer with the Boys & Girls Clubs of the Lewis Clark Valley. Volunteers like you are essential to our mission—to empower all young people, especially those who need us most, to reach their full potential as caring, productive, and responsible citizens.

By giving your time, skills, and heart, you help create a safe, supportive, and enriching environment where kids and teens can thrive. Whether you're assisting with homework, leading an activity, or simply being a positive role model, your impact is real and lasting.

Please take a few moments to complete this application. We're excited to learn more about you and how we can work together to make a difference.

Date	
Name (Last, First, Middle)	Telephone Number
Address	Cell Phone Number
City/State/Zip	Email Address
How did you learn about our volunteer opportunities?	
Do you have any experience working with children and volunteering? If so, when and where?	
What is your current occupation?	
Can you pass a background check? If not, why?	

### References - Give the Names of Three Professional Business Contacts

Name	Email Address	Telephone



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The following section will help you determine what volunteer activities you might like to participate in. Please check the area(s) that interest you.

<input type="checkbox"/> Tutoring-- Which subjects?	<input type="checkbox"/> Helping children use computers
<input type="checkbox"/> Sports Coach/Assistant - Which sport?	<input type="checkbox"/> Mentoring Teens
<input type="checkbox"/> Sports Referee-- Which sport?	<input type="checkbox"/> Assisting in the games room
<input type="checkbox"/> Helping Children read or reading to them	<input type="checkbox"/> Assisting with sports games in the gym
<input type="checkbox"/> STEM Projects	<input type="checkbox"/> Grilled Cheese Volunteer
<input type="checkbox"/> Arts & Crafts Activity Assistant/Instructor	<input type="checkbox"/> Special Event Assistant
<input type="checkbox"/> Other:	

The information on this volunteer application is true and accurate to the best of my knowledge. Any false statements made intentionally will cause immediate ineligibility to volunteer with our organization.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

Boys & Girls Clubs of the Lewis Clark Valley is proud to be an Equal Opportunity Employer. We are committed to creating an inclusive environment for all employees and volunteers, and we welcome applicants from diverse backgrounds and experiences.



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## Code of Conduct with Club members

The following policies are intended to assist employees and volunteers in making decisions about interactions with club members. For clarification of any guideline, or to inquire about behaviors not addressed here, contact your supervisor.

The organization provides our club members with the highest quality services available. We are committed to creating an environment for club members that is safe, nurturing, empowering, and that promotes growth and success.

Abuse of any kind will not be tolerated, and confirmed abuse will result in immediate dismissal from this organization. The organization will fully cooperate with authorities if allegations of abuse are made that require an investigation.

The Conduct with Club members outlines specific expectations of employees and volunteers as we strive to accomplish our mission together.

1. Club members will be treated with respect at all times.
2. Club members will be treated fairly regardless of race, sex, sexual orientation, age, gender, or religious preference.
3. Employees and volunteers will adhere to uniform best practices of displaying affection as outlined by the organization.
4. Employees and volunteers will avoid affection with club members that cannot be observed by others.
5. Employees and volunteers will adhere to uniform best practices of appropriate and inappropriate verbal interactions as outlined by our organization.
6. Employees and volunteers will not stare at or comment on club members' bodies.
7. Employees and volunteers will not date or become romantically involved with club members.
8. Employees and volunteers will not use or be under the influence of alcohol or illegal drugs in the presence of club members.
9. Employees and volunteers will not have sexually oriented materials, including printed or online pornography, on our organization's property.
10. Employees and volunteers will not have secrets with club members and will only give gifts in accordance with organizational policies.

11. Employees and volunteers will comply with our organization's policies regarding interactions with club members outside of our programs.
12. Employees and volunteers will adhere to organizational policies regarding electronic communication and social media with club members.
13. Employees and volunteers will adhere to organizational policies regarding working one-on-one with club members in a private setting.
14. Employees and volunteers will not abuse club members in anyway including (but not limited to) the following:
  - a. *Physical abuse*: hitting, spanking, shaking, slapping, unnecessary restraints
  - b. *Verbal abuse*: degrading, threatening, cursing
  - c. *Sexual abuse*: inappropriate touch, exposing oneself, sexually oriented conversations
  - d. *Mental abuse*: shaming, humiliation, cruelty
  - e. *Neglect*: withholding food, water, shelter
15. The organization will not tolerate the mistreatment or abuse of one club member by another club member. In addition, our organization will not tolerate any behavior that is classified under the definition of bullying, and to the extent that such actions are disruptive, we will take steps needed to eliminate such behavior. Anyone who sees an act of bullying, and who then encourages it, is engaging in bullying. This policy applies to all club members, employees, and volunteers.

Bullying is aggressive behavior that is intentional, is repeated over time, and involves an imbalance of power or strength. Bullying can take on various forms, including:

- a. *Physical bullying*: when one person engages in physical force against another person, such as by hitting, punching, pushing, kicking, pinching, or restraining another.
- b. *Verbal bullying*: when someone uses their words to hurt another, such as by belittling or calling another hurtful names.
- c. *Nonverbal or relational bullying*: when one person manipulates a relationship or desired relationship to harm another person. This includes social exclusion, friendship manipulation, or gossip. This type of bullying also includes intimidating another person by using gestures.
- d. *Cyberbullying*: the intentional and overt act of aggression toward another person by way of any technological tool, such as email, instant messages, text messages, digital pictures or images, or website postings (including blogs).

Cyberbullying can involve:

1. Sending mean, vulgar, or threatening messages or images;
  2. Posting sensitive, private information about another person;
  3. Pretending to be someone else in order to make that person look bad;
  4. Intentionally excluding someone from an online group.
  - e. *Hazing*: an activity expected of someone joining or participating in a group that humiliates, degrades, abuses, or endangers that person regardless of that person's willingness to participate.
  - f. *Sexualized bullying*: when bullying involves behaviors that are sexual in nature. Examples of sexualized bullying behaviors include sexting, bullying that involves exposures of private body parts, and verbal bullying involving sexualized language or innuendos.
16. Employees and volunteers will report concerns or complaints about other employees and volunteers, other adults, or Club members to a supervisor who can be reached at (208) 717-3193.

17. Employees and volunteers will report allegations or incidents of abuse to the proper state authority. Please refer to the specific guidelines of your state regarding mandated reporting.

18. Employees and volunteers may not have engaged in or been accused or convicted of Club members abuse, indecency with a club member, or injury to a club member.

**Acknowledgement**

I attended an orientation that describes and explains the organizational policies for the protection of minors adopted by the organization on March 20, 2025. I understand and voluntarily agree to abide by these policies.

*Please Print*

Date	_____
Name	_____
Title	_____
Department	_____
Program	_____
Signature	_____





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**EMPLOYEE/VOLUNTEER BACKGROUND CHECK FORM**

This form grants the Boys & Girls Clubs of the Lewis Clark Valley permission to submit the information below to the appropriate agencies for background screening purposes. This is a requirement for all employees and volunteers. All prospective employees and volunteers are required to complete this form, regardless of sex, race, color, creed or social status. Every Club employee/volunteer has an at-will relationship with the Club. Volunteers are free to resign their position at any time, just as the Club is free to terminate a volunteer for any reason at any time, with or without cause and without prior notice by the Club.

(Please print all information)

FIRST \_\_\_\_\_ MIDDLE \_\_\_\_\_ LAST \_\_\_\_\_

PLACE OF BIRTH \_\_\_\_\_ POSITION VOLUNTEERING FOR \_\_\_\_\_

SSH# \_\_\_\_\_ Male  Female  DATE OF BIRTH \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

EMPLOYER \_\_\_\_\_ POSITION \_\_\_\_\_

WORK PHONE \_\_\_\_\_ HOME PHONE \_\_\_\_\_ CBLL PHONE \_\_\_\_\_

DRIVER'S LIC. # \_\_\_\_\_ STATE LICENSE IS ISSUED IN \_\_\_\_\_

What other organizations have you worked/volunteered for? This information may be used to check references.

\_\_\_\_\_  
\_\_\_\_\_

Have you ever been arrested? Include Date. \_\_\_\_\_ NO \_\_\_\_\_ YES, for \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_\_\_ NO \_\_\_\_\_ YES, for \_\_\_\_\_

Are there any outstanding warrants against you? \_\_\_\_\_ NO \_\_\_\_\_ YES, for \_\_\_\_\_

Are you currently taking prescription medicine? \_\_\_\_\_ NO \_\_\_\_\_ YES, for \_\_\_\_\_

Please list any mental or physical disability that would impact your ability to serve as a volunteer in any capacity or special accommodations in our program: \_\_\_\_\_

\_\_\_\_\_

By signing below, I acknowledge that I have completed this form in its entirety and all of the information that I have submitted is true. Failure to do so may result in barring me from participation/employment with the Boys & Girls Clubs of the Lewis Clark Valley. I understand that completing this form does not guarantee me employment or the ability to volunteer at the Club.

Volunteer/Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Club Staff Signature \_\_\_\_\_ Date \_\_\_\_\_

Date Background Ran: \_\_\_\_\_ Date Background Approved: \_\_\_\_\_

Approved by Initials: \_\_\_\_\_ Entered into Vision Yes  No

