



Chemung County
Youth Bureau & Recreational Services

ChemungYouth.com

599 Harris Hill Road • Elmira, NY 14903 • 607-737-2907

Program Applied for _____ Position(s) Applied for _____

Today's Date ____ / ____ / ____

Two Letters Of Recommendation Must Be Included To Complete An Application

Name: _____
(Last) (First) (Middle Initial)

Home Address: _____
(Street) (P.O. Box) (City) (State & Zip)

E-Mail: _____ Phone: _____
(Cell) (Home)

Are you under 18 years of age: Yes No

If yes, or if minimum or maximum age limits are established for the position, enter your date of birth here.

Month _____ Day _____ Year _____

If you are under the age of 18, you must provide your original working papers prior to employment.

Provide the city, village or town, county and state of which you are an actual permanent legal resident and indicate how long you have been residing there continually, up to and including the date of this application.

NAME YEARS MONTHS

School District: _____

City/Town/Village of: _____

County of: _____

State of: _____

The Chemung County Youth Bureau is an Equal Opportunity Employer

Office Use Only:
 - B ✓ - Cert.
 - WP - TLC
 - COPY

Please check the appropriate box to the right of each question.

If you answer yes to any of the following questions, you may give specifics by attaching an additional sheet to this application. If you elect not to provide specifics, or if such explanation is insufficient, you may be required to submit further information. None of the following circumstances represents an automatic bar to employment. Each case is considered and evaluated on individual merits in relation to the duties and responsibilities of the position(s) for which you are applying.

- A) Were you ever dismissed or discharged from any employment for reasons other than lack of work or funds? Yes No
- B) Did you ever resign from any employment rather than face dismissal? Yes No
- C) Did you ever receive a discharge from the Armed Forces of the United States which was other than "Honorable" or which was issued under other than honorable circumstances? Yes No
- D) Have you ever been convicted of a crime (felony or misdemeanor)? Yes No
- E) Have you ever forfeited bail bond posted to guarantee your appearance in court to answer to any criminal charges? Yes No
- F) Are you now under charges for any crime (felony or misdemeanor)? Yes No

List your current certifications

	First Aid	CPR	Other
Type			
Date Issued			

Education	School	Circle Last Full Year Completed	Major
High School		9 10 11 12	
College		1 2 3 4	
Other		1 2 3 4	

List your most recent position first with full addresses and phone numbers.

If you do not have any work experience, please list three personal references which are not relatives.

Name and Address of Employer/Reference	Dates of Employment	Position
Name	to	
Address		
City/State/Zip		
Phone		

Name and Address of Employer/Reference	Dates of Employment	Position
Name	to	
Address		
City/State/Zip		
Phone		

Name and Address of Employer/Reference	Dates of Employment	Position
Name	to	
Address		
City/State/Zip		
Phone		

Dates available for an interview _____ Times: AM PM

Have you worked for the Chemung County Youth Bureau before? Yes No

If yes, what program? _____ When? _____

What location? _____

1. Indicate all experiences you have working with youth: (include specific age groups/activities)

2. What skills do you have that you are capable of teaching others?

Music _____ Drama _____

Arts & Crafts _____ Nature/Outdoors _____

Sports _____ Other _____

3. What age group do you prefer to work with?

4-5 years 6-7 years 8-9 years 10-12 years 13-15 years 16-18 years

– Applications will be kept on file for one (1) calendar year –
 – Incomplete Applications will not be processed –

Police Release

To: Chemung County Sheriff's Office

From: Chemung County Youth Bureau

Re: Records Check

Print Clearly:

Name: _____
(Last) (First) (Middle) (Maiden)

Date of Birth: ____/____/____

Address: _____
(Street) (P.O. Box) (City) (State & Zip)

Social Security Number: _____ - _____ - _____

I hereby authorize the Chemung County Sheriff's Office to release any criminal records pertaining to myself on file at that office.

Signature

Date

(Below to be completed by the Chemung County Sheriff's Office)

_____ The above named person has no criminal records on file at this office.

_____ The above named person has the attached records on file at this office.

Signature of Official

Title

Date

Program Applied For:

- | | |
|--|---|
| <input type="checkbox"/> - Summer Cohesion | <input type="checkbox"/> - SPOT |
| <input type="checkbox"/> - SYEP | <input type="checkbox"/> - JAWS |
| <input type="checkbox"/> - Super Saturday | <input type="checkbox"/> - Learn & Earn |