



pa'akai

"Hold steadfast to the knowledge of the ocean"

Volunteer Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ E-mail Address: _____

Date Available: _____ Social Security No.: _____ Date of Birth: _____

Position Applied for: _____

Are you a citizen of the United States? Yes No Driver License State/Number: _____

Have you previously worked or
Volunteered for Nā Kama Kai? Yes No
If yes, please share location and dates.

Have you ever been convicted
of a felony? Yes No
If yes, explain: _____

Have you ever been accused of physically, sexually or emotionally abusing a child or adult? _____
If yes, please explain. _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? Yes No Degree: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? Yes No Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? Yes No Degree: _____

Employment

Company: _____ Phone: (____) _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? Yes No

All Experience with Other Nonprofits or Religious Organizations

Company: _____ Phone: (____) _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? Yes No

Company: _____ Phone: (____) _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? Yes No

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: (____) _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: (____) _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: (____) _____

Address: _____



Disclaimer and Signature

I certify that all the answers given by me to all the questions on this application and any attachment are to the best of my knowledge true and that I have not withheld any pertinent information.

I authorize Nā Kama Kai to investigate all statements in this application and to secure any necessary information from all my employers, references and academic institutions. In order to be approved for a volunteer position with Nā Kama Kai, I authorize Nā Kama Kai to conduct criminal-records checks or any background checks deemed necessary. I hereby release all of those employers, references, academic institutions and Nā Kama Kai from any and all liability arising from their giving or receiving information about my employment history, my academic credentials or qualifications and my suitability for volunteering with Nā Kama Kai. I understand that any offer of volunteering is contingent upon receipt of satisfactory reports concerning my credentials and references.

I further understand that any false or misleading statements will be sufficient cause for rejection of my application. I also authorize Nā Kama Kai to supply information about my volunteering record, in whole or in part, in confidence to any prospective employer, government agency, or other party having a legal and proper interest, and I hereby release Nā Kama Kai from any and all liability for its providing this information.

I understand that nothing in this volunteer application, in Nā Kama Kai's policy statements or personal guidelines, or in my communications with any Nā Kama Kai official is intended to create a volunteer contract between Nā Kama Kai and me. I also understand that Nā Kama Kai has the right to modify its policies without giving me any notice of the changes. No promise regarding volunteering has been made to me. I understand that if a volunteer relationship is established, I have the right to terminate my volunteering at any time for any reason. I also understand Nā Kama Kai retains the right to terminate my volunteer services at any time for any reason.

I hereby acknowledge that I have read and understand the preceding statements.

Applicants Signature: _____ Date: _____

DISCLOSURE OF BACKGROUND INVESTIGATION

In considering you for employment and, if you are employed, in considering you for subsequent promotion, assignment, reassignment, retention, discipline, or other employment purposes, Nā Kama Kai (“the Company”) may request, obtain, and rely upon one or more consumer reports or investigative consumer reports about you from a consumer reporting agency.

For explanation purposes:

- a “consumer report” is a written, oral or other communication of any information by a consumer reporting agency bearing on your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living which is used or expected to be used or collected in whole or in part for the purpose of serving as a factor in making an employment-related decision about you. Such information may include, credit history information, criminal history information, driving records, verifications of your employment and/or education history; and other types of background information.
- an “investigative consumer report” is a consumer report in which information on your character, general reputation, personal characteristics, or mode of living is obtained through personal interviews with your prior employers, neighbors, friends, or associates, or with others who may have knowledge concerning any such items of information. In the event an investigative consumer report is requested about you, you are entitled to additional disclosures regarding the nature and scope of the investigation requested. The most common form of investigative consumer report is an inquiry into your employment and/or education history.

Under the Fair Credit Reporting Act, before the Company can obtain a consumer report or investigative consumer report about you for employment purposes, it must have your written authorization. If the Company later considers adverse action based, in whole or in part, on information in a report on you, you will be provided a copy of that report, the name, address, and telephone number of the consumer reporting agency, and an additional summary of your rights under the FCRA.

Consumer and/or investigative consumer report(s) about you will be obtained from the following consumer reporting agency:

Trusted Employees, 701 5th Street South, Minneapolis, MN 55343, (888) 389-4023.

Trusted Employees’ information and privacy policy can be found at www.trustedemployees.com.

AUTHORIZATION OF BACKGROUND INVESTIGATION

I have received, read, and understand:

- The Disclosure of Background Investigation;
- The federal governmental notice entitled, "A Summary of Your Rights Under the Fair Credit Reporting Act";
- The document entitled "Additional State Law Notices" (and if a California applicant/employee, the Notice Regarding Background Investigation Pursuant to California Law).

My signature below indicates my authorization for _____ Nā Kama Kai _____ ("the Company") to obtain consumer and/or investigative consumer reports about me from a consumer reporting agency in considering me for hiring, promotion, assignment, reassignment, retention, discipline, or other employment purposes.

By signing below, I also acknowledge that the facsimile (FAX) or photocopy of this document shall be valid and accepted with the same authority as the original. I agree that, if employed by the Company, this authorization will remain in effect throughout the term of my employment, or to the extent allowed by law.

California, Minnesota, and Oklahoma Applicants/Employees Only: Please check this box if you would like a free copy of the consumer or investigative consumer report prepared on you? Yes No

Would you like your copy sent via e-mail for faster delivery? Yes No

E-mail Address: _____

Date: _____

Signature: _____

PERSONAL DATA NEEDED FOR BACKGROUND CHECK—PLEASE COMPLETE

First Name	Middle Name	Last Name		
Street Address	City	State	Zip Code	Phone
Date of Birth	Social Security Number	Driver's License Number	State of License	

List any other cities and states in which you have lived during the previous 7 years.

List any other LAST NAMES you have used during the previous 7 years and/or for higher education).