

MAINE SCHOOL ADMINISTRATIVE DISTRICT 54  
196 West Front Street  
Skowhegan, Maine 04976  
(207) 474-9508

APPLICATION FOR COACHING & CO-CURRICULAR ACTIVITY PERSONNEL

MSAD #54 DOES NOT DISCRIMINATE IN THE OPERATION OF ITS EDUCATIONAL AND EMPLOYMENT POLICIES AND WILL HONOR ALL APPROPRIATE LAWS RELATIVE TO DISCRIMINATION.

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Soc. Sec. # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

\_\_\_\_\_ Tel. \_\_\_\_\_

Email Address \_\_\_\_\_

Position Applied For \_\_\_\_\_

Please list all previous experience, starting with the most recent job held. (Use back of page, if necessary.)

| <u>EMPLOYER</u> | <u>POSITION &amp; DUTIES</u> | <u>DATES EMPLOYED</u> |
|-----------------|------------------------------|-----------------------|
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Starting with high school, list any schools or colleges you may have attended.

| <u>NAME OF SCHOOL</u> | <u>ADDRESS</u> | <u>NUMBER OF YEARS COMPLETED</u> | <u>MAJOR</u> | <u>GRADUATE (Yes/No)</u> |
|-----------------------|----------------|----------------------------------|--------------|--------------------------|
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COACHING EXPERIENCE (Use extra sheet if required)

| <u>SCHOOL</u> | <u>LEVEL</u> | <u>POSITION</u> | <u>TO-FROM</u> | <u>REASON FOR LEAVING</u> |
|---------------|--------------|-----------------|----------------|---------------------------|
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PLEASE LIST THREE COACHING REFERENCES.

| <u>NAME</u> | <u>ADDRESS</u> | <u>TELEPHONE</u> |
|-------------|----------------|------------------|
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**BACKGROUND:**

Have you ever been disciplined, discharged, or asked to resign from a prior position? Yes \_\_\_ No \_\_\_

Have you ever resigned from a prior position after a complaint had been received against you or your conduct was under investigation or review? Yes \_\_\_ No \_\_\_

Has your contract in a prior position ever been non-renewed? Yes \_\_\_ No \_\_\_

Have you ever been charged with or investigated for sexual abuse or harassment of another person? Yes \_\_\_ No \_\_\_

Have you ever been convicted of a crime (other than a minor traffic offense)? Yes \_\_\_ No \_\_\_

Have you ever entered a plea of guilty or "no contest" (nolo contendere) to any crime (other than a minor traffic offense)? Yes \_\_\_ No \_\_\_

Have you ever had a professional license or certificate suspended or revoked in any state, or have you ever voluntarily surrendered, temporarily or permanently, a professional license or certificate in any state? Yes \_\_\_ No \_\_\_

Has any court ever deferred, filed or dismissed proceedings without a finding of guilty and required that you pay a fine, penalty or court costs and/or imposed a requirement as to your behavior or conduct for a period of time in connection with any crime (other than a minor traffic offense)? Yes \_\_\_ No \_\_\_

If you have answered YES to any of the previous questions, provide full details below, including, with respect to court actions, the date, offense in question, and the address of the court involved. Use additional sheets if necessary. Conviction or other disposition of a crime is not necessarily an automatic bar to employment.

My signature below constitutes authorization to check my employment history, including without limitation, criminal arrest and conviction record checks, reference checks, and release of investigatory information possessed by any state, local or federal agency. I further authorize those persons, agencies or entities that MSAD #54 contacts in connection with my employment application to fully provide MSAD #54 any information on the matters set forth above. I expressly waive in connection with any request for or provision of such information, any claims including without limitation, defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against MSAD #54, its agents, and officials or against any provider of such information.

I understand that information submitted in and with this application may be disclosed to a screening and/or interviewing committee, which may include board members, administrators, other staff, and members of the community. I give my consent to this disclosure.

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Signature/Date

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**APPLICATION FOR COACHING PERSONNEL CHECK LIST:** The completed employment application can not be evaluated unless all of the following materials have been provided.

- \_\_\_\_\_ Application form fully completed
  - \_\_\_\_\_ YES to any of the questions in the Background section explained
  - \_\_\_\_\_ Application signed
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**NOTE: ALL APPLICATION MATERIALS BECOME THE PROPERTY OF MSAD #54. NONE WILL BE RETURNED. PROVIDING ANY FALSE OR MISLEADING INFORMATION ON THIS APPLICATION OR IN THE APPLICATION OR EMPLOYMENT SCREENING PROCESS SHALL BE FULLY SUFFICIENT GROUNDS TO REFUSE TO EMPLOY THE APPLICANT OR, IF THE APPLICANT HAS BEEN EMPLOYED, TO IMMEDIATELY DISMISS THE APPLICANT/EMPLOYEE.**

**PHILOSOPHY (Explain your philosophy as it applies to these areas).**

**1. Winning**

**2. Sportsmanship**

**3. Discipline**

# BACKGROUND CHECK WAIVER

It is the policy of M.S.A.D. #54 to conduct criminal background checks on all potential employees/volunteers. Employment/volunteering in M.S.A.D. #54 is contingent on the results of such checks. In order to conduct the check, a birth date is required. Please provide us with your birthdate, current address, sign the waiver, and return it to us.

Full Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Any Other Name Used (including maiden name): \_\_\_\_\_

Current Address: \_\_\_\_\_

\_\_\_\_\_

I understand that the above information I have voluntarily provided will be used solely for the purpose of a background check. It will not be used for any other reason until such time as I become an M.S.A.D. #54 employee/volunteer.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date