



Girl Scouts®

APPLICATION FOR ADULT GIRL SCOUT VOLUNTEER CANDIDATE

Girl Scouts of Nassau County, Inc. 110 Ring Road West Garden City, New York 11530-3296 Telephone (516) 741-2550 Fax (516) 741-2207 www.gsnc.org

INSTRUCTIONS: Please print legibly and complete all sides

Date _____

Name _____

Address _____ Town _____ Zip Code _____

Telephone: Home _____ Work _____ Best time to call _____

E-Mail address _____

Occupation _____

If you are employed outside your home, please list your employer: _____

Time available to volunteer: [] Mon. [] Tues. [] Wed. [] Thurs. [] Fri. [] Sat. [] Sun. [] Morning [] Afternoon [] Evening

Please check (✓) the preferred area of involvement:

WHAT TYPE OF VOLUNTEER SERVICE INTERESTS YOU?

- [] Direct service with girls [] Training/development of adults [] Other support to girls [] Transportation [] Community organization [] Program activities [] Fund-raising [] Outdoor activities/camping [] Marketing [] Computer systems [] Public relations/public speaking [] Other [] Sales [] Organizing special events [] Office/clerical work

List any specialized skills/interests: _____

AGE GROUPS PREFERRED (if relevant to position)

- [] K-grade 1 (Daisy) [] Grades 2-3 (Brownie) [] Grades 4-5 (Junior) [] Grades 6-8 (Cadette) [] Grades 9-10 (Senior) [] Grades 11-12 (Ambassador)

LOCATION PREFERENCE if working with girls (such as school, place of worship, community center, etc.) Please include name of place.

LANGUAGE SKILLS OTHER THAN ENGLISH

VOLUNTEER BACKGROUND VERIFICATION AND REFERENCES

Girl Scouts of Nassau County is committed to ensuring that all girls involved in Girl Scouting are provided with opportunities to gain new skills, learn new ideas, value diversity and develop strong values in a SAFE and nurturing environment with caring and responsible adults. The following questions/information are necessary to protect the girls, the other adults in Girl Scouting and the organization.

HAVE YOU EVER BEEN CONVICTED OF A CRIME (e.g., felony or misdemeanor including DWI, DUI, etc., but not including minor traffic violations or any convictions as a youthful offender)? A conviction will not necessarily be a barrier to your acceptance as a volunteer.

YES NO

If yes, state offense, date, location and disposition of any convictions.

ARE YOU OR ANY MEMBER IN YOUR HOUSEHOLD A CONVICTED SEX OFFENDER? If yes, list the crime(s) for which you or a household member has been convicted, the dates and the circumstances relating to such crime(s).

YES NO

Girl Scouts of Nassau County, Inc. supports and maintains environments that are free of child abuse and neglect. Child abuse and neglect are unlawful acts, and it is against the Council's policy for volunteers or employed staff, male or female, to physically, sexually or mentally abuse or neglect any girl member.

HAVE YOU OR ANY MEMBER IN YOUR HOUSEHOLD BEEN CONVICTED OF A CHILD ABUSE CRIME? If yes, list the crime(s) for which you or a household member has been convicted and the circumstances relating to such crime(s).

YES NO

I UNDERSTAND THAT ACCEPTANCE FOR VOLUNTEER SERVICE IS SUBJECT TO VERIFICATION OF REFERENCES AND IDENTITY.

Signature of Applicant: _____

REFERENCES

List three persons (non-relatives and/or people who do not live in your home) who are familiar with your qualifications for Girl Scout service.

Please print clearly.

1.) Name _____ Relationship _____

Address _____
Street City State Zip

Day Telephone _____ Evening Telephone _____

2.) Name _____ Relationship _____

Address _____
Street City State Zip

Day Telephone _____ Evening Telephone _____

3.) Name _____ Relationship _____

Address _____
Street City State Zip

Day Telephone _____ Evening Telephone _____

AUTHORIZATION AND CONSENT FOR RELEASE OF INFORMATION

Fair Credit Reporting Act Disclosure

In order to evaluate you for employment, promotion or acceptance as a volunteer with Girl Scouts of Nassau County, Inc. (GSNC), GSNC will obtain reports that detail possible criminal background information and a social security number validation.

Consent

I hereby consent and voluntarily authorize Girl Scouts of Nassau County, Inc. (GSNC) to obtain an independent criminal background report and social security number validation report. I further authorize GSNC to request or receive information including motor vehicle reports, past employment and education records, and/or references from any persons, schools, or previous employers only if pertinent to my potential work as a volunteer or employee of Girl Scouts of Nassau County. I understand that hiring and placement decisions, as well as my continued employment or placement as a volunteer may be affected by the results of information obtained through this process. I understand that such background checks may be done periodically during my tenure with Girl Scouts of Nassau County.

I understand that I will receive a complete and accurate disclosure of the nature and scope of the background verification, in the event such investigation negatively impacts my employment or placement as a volunteer with GSNC.

Signature: _____ Date: _____

Print Legal Name: _____

Address: _____

Phone #: _____ Association: _____

If you would prefer to perform this process on your home computer using the Volunteer Portal, see reverse side.

After the background check is completed the information below will be destroyed.

Date of Birth: _____

Social Security #: _____

Performing a Background Check using the Volunteer Portal

1. **LOG ON** to the Volunteer portal <https://gsnc.volunteerportal.net>
2. **ENTER** the password on the Welcome Page: **COUNCIL168** (There are no spaces.)
3. **READ** the Welcome agreement and click **I Agree>>**.
4. **COMPLETE** all fields that have an asterisk (*).
5. Make sure that you **use slashes (/)** in your Date of Birth. The format is mm/dd/yyyy
6. **SUBMIT** the information by clicking **Next** and then a screen will appear with all your information.
7. **REVIEW** the screen for errors and if necessary, click on **EDIT** which appears above your name.
This will return you to the data entry screen where you can make your corrections.
 - a. If you quit **without clicking Save**, the system will not save your information. You will need to start over from the beginning when you return.
 - b. If you **click Save** before you Quit, you will be provided with a reference code to enter when you return to the site to pick up where you left off.
 - i. When returning to the site, click on “If you are returning to finish a previous search, then click [here](#).”
 - ii. Enter your last name and reference number to resume your previous search.
8. Click **Next>>** when corrections have been completed.
9. If there are no errors, **SUBMIT** the record by clicking **Complete**.
10. You will get a message that thanks you, and you may now exit the program.

The Council Registrar is notified via email that you have completed the process.