



Limestone Community School
93 High Street
Limestone, Maine 04750
207-325-4742

APPLICATION FOR **VOLUNTEER COACHING** POSITION

LIMESTONE COMMUNITY SCHOOL DOES NOT DISCRIMINATE IN THE OPERATION OF ITS EDUCATIONAL AND EMPLOYMENT POLICIES AND WILL HONOR ALL APPROPRIATE LAWS RELATIVE TO DISCRIMINATION.

NAME _____ Position applying for: _____
 Address _____
 Telephone #(s) _____ (Note: The sport you have written in here will be referred to as *this sport* in the remainder of the application)
 E-mail _____ When will you be available? _____

EDUCATION: Starting with high school, list any schools or colleges you may have attended.

School Attended	Address	Graduated/Degree	No. Of Yrs. Attended

COACHING BACKGROUND:

Have you **played** this sport? Yes Number of Years _____ No

What other sports have you played?

<u>Sport</u>	<u>Age Level</u>	<u>Number of Years Played</u>

Have you **coached** this sport? Yes Number of Years _____ No

What other sports have you coached?

<u>Sport</u>	<u>Employer / Organization</u>	<u>Age Level</u>	<u>Number of Years Coached</u>

Have you completed the American Sports Education Program? Yes No

Have you completed: First Aid Training Yes No CPR training Yes No

Have you had any formal training as a coach? Yes No If yes, please describe (for example, PE degree, coaching courses, clinics, etc.)

Please rate your knowledge of the following topics with regard to this sport by filling in the appropriate number.

1 = You know very little about it.

2 = You have reasonably good knowledge about it.

3 = You know a great deal about it.

- | | | |
|---|--|--|
| <input type="checkbox"/> Basic technique | <input type="checkbox"/> Injury prevention and treatment | <input type="checkbox"/> Injury prevention and treatment |
| <input type="checkbox"/> Advanced technique | <input type="checkbox"/> Athletic nutrition | <input type="checkbox"/> Communication skills |
| <input type="checkbox"/> Rules of the sport | <input type="checkbox"/> Legal duties | <input type="checkbox"/> Warm-up and physical conditioning techniques |
| <input type="checkbox"/> Strategy of the sport | <input type="checkbox"/> Organizing a practice | <input type="checkbox"/> Working with parents |
| <input type="checkbox"/> Organizing a contest | <input type="checkbox"/> Developing sportsmanship | <input type="checkbox"/> General principles for teaching sports skills |
| <input type="checkbox"/> Equipment needs and specifications | <input type="checkbox"/> Motivating youngsters | <input type="checkbox"/> Managing time |

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. Attach additional sheets if necessary. Conviction or other disposition of a crime is not necessarily an automatic bar to employment.

REFERENCES: Please list the name, address, and telephone number (if available) of three people who know you sufficiently well to comment on your past coaching or your potential as a coach.

NAME	POSITION	MAIL ADDRESS OR E-MAIL	PHONE

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 Limestone Community School contacts in connection with my employment application to fully provide Limestone Community School 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 limitations, defamation, emotional distress, invasion of privacy or interference with contractual relations that I might otherwise have against Limestone Community School, 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.

_____ Signature

_____ Date

APPLICATION FOR NON-TEACHING PERSONNEL CHECKLIST: The completed employment application cannot 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

NOTE: ALL APPLICATION MATERIALS BECOME THE PROPERTY OF LIMESTONE COMMUNITY SCHOOL. 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.

NOTE: EMPLOYMENT CANNOT BE FINALIZED UNTIL THE APPLICANT HAS COMPLETED REQUIREMENTS FOR COMPLETE BACKGROUND CHECKS AND FINGERPRINTING AS REQUIRED BY MAINE STATE STATUTE.

For Office Use Only

First Day of Employment: _____

Position: _____ Building _____

Superintendent Approval / Signature Date

Fingerprinting

As found on the MDOE website as of 12/11/18

<https://www.maine.gov/doe/cert/fingerprinting>

Who **must** be fingerprinted?

- Anyone who works for a school district that is over 18 years old
- Anyone who is contracted through a school district
- Volunteers may be asked to be fingerprinted at the discretion of the school district (Limestone Community School does require)

What do I need to be fingerprinted?

- Step 1: Download, Complete and Mail the Application Approval Form
**Don't forget to include the \$15.00 fee*
 - [Application Approval Form](#) (Attached or link on website)
- Step 2: Register with our Fingerprinting Partner. They have a processing fee of \$55.
 - [Visit IdentoGO](#) (Must go online)
 - Note: IdentoGO will provide you with an ID and Confirmation, be sure to keep that.
 - If Renewing: be sure to register as a "new hire" or IdentoGO will redirect you back to the Department of Education.

How often do I need to be fingerprinted?

- Every 5 Years, unless you have been continuously employed by a school district in Maine.
- ****Coaches and Substitute Teachers** must be fingerprinted every 5 years regardless of continuous employment.

Where do I get my Fingerprints?

- [Find Approved IdentoGO Locations](#) (Must go online)
- Out of State Applicants: You will receive specific location details after you are registered with [Visit IdentoGO](#)

What is the status of my Fingerprints?

- You will need to provide your last name, DOB and last 4 digits of your Social Security Number.
- [Check Fingerprint Status](#) (Must go online)

