2018-19 AmeriCorps Application

I. Application Cover Sheet

APPLICANT NAME: **DATE:**

Member Requirements: Applicants must meet all of the following criteria in order to be eligible to apply

- ☑ 17 years old or older by program start date
- ☑ U.S. Citizen or Permanent Resident *(Deferred Action or Temporary Permanent Resident does not qualify)*
- ☑ Commitment to serve the community!

This service opportunity is highly interpersonal and requires that members serve well with others and accommodate diverse points of view. In return for service, members receive a biweekly living allowance and end of term education award.

Program Preference: *(select all that apply)*

☐ **Education** – Serve with one of CitySquare's community partner agencies in a structured afterschool or summer program to provide daily enrichment activities and increase academic engagement for youth in low-income areas of Dallas and Houston.

- ☐ Full time, one-year term (Houston only)
- ☐ Part time, school year term (Sept-May) (Dallas only)
- ☐ Full time summer term (May-Aug) ☐ Dallas or ☐ Houston

☐ **Food Security (Dallas only)** – Help fight hunger throughout the year with Dallas-area food pantries or during the summer with CitySquare Food on the Move, a mobile food program that provides daily meals to children residing in the Greater DFW area.

- ☐ Full time 4-month term (Sept-Dec, Jan-Apr)
- ☐ Full time summer term (May-Aug)

☐ **Social Services (Dallas only)** – Serve with CitySquare programs and other Dallas-area nonprofit organizations to provide social service assistance to vulnerable individuals and families through case management, housing support, homeless outreach, workforce training, etc. Preference for these positions is given to applicants pursuing a degree in social work or a related field.

- ☐ Full time 4-month term (Sept-Dec, Jan-Apr, or May-Aug)

Earliest Date Available:	

Application Process:

Applicants are encouraged to apply early as applications are considered on a rolling basis until all positions are filled. Qualified applicants are screened and interviewed by both CitySquare AmeriCorps and a partner agency before any formal offer can be made.

Please submit finalized applications via email to americorps@citysquare.org. Complete all portions of the application; incomplete applications will not be considered. If your application is being considered, you will receive a phone call within 10 days of submission.

Email: americorps@citysquare.org
Mail: c/o AmeriCorps; 1610 S. Malcolm X Blvd., Ste. 250 Dallas, TX 75226
Website: www.citysquare.org/becomeamember

II. Applicant Information

Legal Name: _____ _____
Full Legal Name (First, Middle, Last) *Preferred Name*

Address: _____ _____
Address at time of application *Apartment/Unit #*

_____ _____
City *State* *Zip Code*

Phone: _____ **Email:** _____ **Date of Birth:** _____

Are you a U.S. citizen or a lawful permanent resident? YES ☐ NO ☐ *NOTE: Deferred action does not qualify.*

Do you have a valid Driver's License? YES ☐ NO ☐

Do you drive your own car? YES ☐ NO ☐

Do you speak Spanish? YES ☐ NO ☐ Other Language: _____

Have you previously served with AmeriCorps? YES ☐ NO ☐

If yes, how many terms?
If yes, what program and year was your most recent AmeriCorps term?

How did you hear about our program? ☐ Friend/family member ☐ Post on career/school website ☐ Other:

III. Education

Please list the last two schools you have attended, beginning with the most recent:

School Name: _____ City/State: _____

Currently Enrolled: YES ☐ NO ☐ Year Graduated/ Expected Graduation: _____ Major: _____ N/A ☐

Type of degree/certification: ☐Technical school ☐Associate's degree ☐Bachelor's degree ☐Graduate degree (MA, MD, PhD, etc.)

School Name: _____ City/State: _____

Currently Enrolled: YES ☐ NO ☐ Year Graduated: _____ Major: _____ N/A ☐

Type of degree/certification: ☐Technical school ☐Associate's degree ☐Bachelor's degree ☐Graduate degree (MA, MD, PhD, etc.)

Applicants must possess a high school diploma or equivalent prior to service, please complete the following:

☐ I possess a high school diploma or have received an equivalency certificate.

School Name / Year: _____ City/State: _____

CitySquare AmeriCorps is available to all, without regard to religion, race, color, national origin, gender, political affiliation, disability, sexual orientation, creed, or veteran status.

☐ I do not possess a high school diploma or equivalency certificate. Therefore,

☐ I agree to obtain a high school diploma or its equivalent prior to using the education award and certify that I have not dropped out of elementary or secondary school in order to enroll as an AmeriCorps member.

OR

☐ During my term of service, I agree to pursue a high school diploma or equivalency certificate.

IV. Legal Information

Are you currently on probation, or have you been convicted for any criminal offense other than minor traffic violations?

** Your certifying signature at the end of this application allows us to run a FBI background check on you prior to service. Failure to disclose all criminal history will result in disqualification from the program. If you are a registered sex offender or if you have been convicted of murder, you are not eligible to serve with AmeriCorps. Additionally, all positions may be subject to a pre-employment drug screening.*

☐ YES ☐ NO If Yes, please list offenses and dates:

V. Work Experience/Extracurricular Activities

Please list your previous work experience beginning with your most recent position. If you have no work experience, please list extracurricular activities, volunteer work, club membership, youth groups, or other leadership roles you have taken on in school or other organizations.

Company/Organization: _____ Title: _____

Worked/Served From: _____ To: _____

Duties: _____

Company/Organization: _____ Title: _____

Worked/Served From: _____ To: _____

Duties: _____

VI. Essay

Please complete the following essay question. Essays are evaluated on content, structure and grammar. Your response should be approximately 250-500 words. Applications with insufficient essays will not be considered complete and will not be reviewed. Please use the form field below or attach as a separate document.

Describe what motivate(s) you to serve with CitySquare AmeriCorps**.**

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VII. References

Please list 2 professional references below:

Examples of professional references: teachers, professors, past employers, etc.

Reference #1	**Reference #2**
Name:	Name:
Relationship:	Relationship:
Email:	Email:
Phone:	Phone:

VII. Certification

The AmeriCorps application process requires a three-part National Service Criminal History Check. This background check requires a search of the (1) National Sex Offenders Website, (2) a Texas Department of Public Safety check and if applicable, a state repository check through your current state of residence and (3) a FBI fingerprint background check.

I understand that to successfully complete the fingerprint background check and to be eligible to serve I must provide a valid photo ID, social security card and documents confirming my citizenship status. I am aware that my identity must be verified with a government-issued photo ID. I understand that the results of these checks will be kept confidential. I understand that the results of these checks could affect my eligibility to serve in AmeriCorps or work as staff with CitySquare AmeriCorps. I understand that I have the right to review the findings.

By typing my name in the space below and submitting electronically, or by providing an original signature, I consent to the AmeriCorps program to complete the above-mentioned criminal background checks. I certify that all the statements made in this application, including verification of high school diploma or equivalency are true, correct and complete to the best of my knowledge and are made in good faith. Misinformation or omission of information could result in disqualification or termination as an AmeriCorps member. I understand that any offer to serve is contingent upon the results of the required three-part check and proof of my citizenship status and age.

State of Residence* is defined as **the location you resided at the moment in time you applied to serve in AmeriCorps.

Please list any aliases or names previously used, such as maiden names	State of Residence*
Applicant Signature (If applicant is under 18 years of age – parent must sign section below) X	Date Signed

For parent or guardian of applicants under 18 years of age **–** By typing my name in the space below and submitting electronically, or by providing an original signature, I certify I have reviewed this application, and I authorize my son/daughter/legal ward to apply and, if selected, to participate in AmeriCorps.

Parent Signature *(required only if applicant is under age 18)* X	Date Signed
Parent Printed Name	Date Signed

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