

**Volunteer position** for which you are applying \_\_\_\_\_ When could you start? \_\_\_\_\_

Check Days Available: Sun M T W Th F Sat Hours Available \_\_\_\_\_

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**PART I**

Name \_\_\_\_\_ Email \_\_\_\_\_

Address, City, State, Zip \_\_\_\_\_

Phone (H / W / C) \_\_\_\_\_ Driver's License: Yes No

Have you worked for us before? Yes No If so, when and position held? \_\_\_\_\_

Are you 18 years or older? Yes No If under age 18, list date of birth: \_\_\_\_\_

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**PART II – EDUCATIONAL PREPARATION (List highest education attained)**

|                             |                 |        |                 |
|-----------------------------|-----------------|--------|-----------------|
| Name of School, City, State | Course of Study | Degree | Graduation Date |
|-----------------------------|-----------------|--------|-----------------|

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**PART III – RELATED EXPERIENCE (Last job held)**

Company \_\_\_\_\_ Phone \_\_\_\_\_

Supervisor \_\_\_\_\_ Beginning Date \_\_\_\_\_ to \_\_\_\_\_

Briefly describe work performed:

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**PART IV – OTHER EXPERIENCE/TRAINING, LICENSES/CERTIFICATES**

List special qualifications relevant to the position for which you are applying (e.g., technical skills and/or computer, childcare training, CPR, First Aid, WSI, Lifeguard certification, etc.)

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**PART V – REFERENCE (person who can speak to your qualifications for the position)**

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

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**PART VI - AUTHORIZATION**

"By signing or typing my name below, I certify that all facts contained in this application are true and complete to the best of my knowledge and understand and agree that any misstatement may be grounds for disqualification or dismissal from volunteering with the Bismarck Parks and Recreation District.

I authorize investigation of all statements contained herein and the references and employers listed to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, to include a background check and release the Bismarck Parks and Recreation District of any liability and any damage that may result from utilization of such information. I understand by providing information on this application that there is no contractual or implied agreement between me and the Bismarck Parks and Recreation District."

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

**Complete and return to:** Bismarck Parks and Recreation District, 400 E. Front Ave., Bismarck, ND 58504 **OR email to:** [jobs@bisparcs.org](mailto:jobs@bisparcs.org)

**EQUAL OPPORTUNITY EMPLOYER:** Bismarck Parks and Recreation District complies with federal and state disability laws and makes reasonable accommodations for applicants and employees with disabilities. If reasonable accommodation is needed to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact the Bismarck Parks and Recreation District's ADA Coordinator at 701-222-6455.

\*Smoking is prohibited on park district property in enclosed areas and other areas as required by North Dakota law.