

BIG APPLICATION

Mission:

Provide children facing adversity with strong and enduring, professionally supported one-to-one relationships that change their lives for the better, forever.

Programs Offered:

Traditional Program: Big Brothers, Big Sisters, Big Couples (married), and Big Families. This program is designed to match children between 5 and 15 years old, with an adult who can serve as a positive role model, giving a child a chance to see their unlimited potential and providing the opportunity to develop into a more responsible, successful, well-rounded individual.

South Dakota Youth Hunting Adventures (SDYHA) is designed to instill in children a lifelong enthusiasm and respect for hunting, fishing, wildlife and habitat conservation, and landowner appreciation while providing a complete realistic hunting experience. Hunter safety is emphasized. Children must turn 12 before December 31st of that hunting year.

School Mentor Program is designed to help children reach their potential at school but isn't limited to the classroom. Littles talk with their Bigs about class, do homework or read together. It's about starting a friendship, providing guidance and inspiring children to succeed.

Adopt-A-Class is part of our School Mentor Program. BBBS has "adopted" first grade classrooms in the Rapid City School District. Each enrolled child in that classroom is matched with a Big. The match works on homework and reading and they build a friendship. The Little is inspired and they have help succeeding in school.

Mustang Round-Up is a staff supervised group mentoring program specifically for General Beadle students. The group meets on Fridays at General Beadle and is led by high school student volunteer mentors.

Campus Kids is a staff supervised group mentoring program specifically for children waiting for a Big Brother or Big Sister. It meets once a week at the SD School of Mines & Technology campus and is led by college student volunteer mentors.

VOLUNTEER REQUIREMENTS

Be at least 16 years of age for School Mentor Program (including Adopt-A-Class), Mustang Roundup and Campus Kids, 18 years of age for the Traditional Program, 21 years of age for SDYHA.

Inform BBBS agency of any misdemeanor or felony charge, arrest, conviction, pardon or any suspended imposition of sentence incurred during the intake process and/or the match – including violations with Game Fish and Parks.

Be willing to spend about one hour each week with a child in the Traditional Program, School Based Program (including Adopt-A-Class), Mustang Roundup and Campus Kids.

Be willing to commit to at least one year in the agency's Traditional Program, one school year in the agency's School Mentor Program (including Adopt-A-Class) and Mustang Roundup, or one semester in Campus Kids.

Be free of drug and alcohol abuse or treatment for 3 years.

Have a valid driver's license, access to an insured vehicle, and proof of insurance (with the exception of the School Mentor Program, Mustang Roundup or Campus Kids)

THE VOLUNTEER ENROLLMENT PROCESS CONSISTS OF:

An office interview.

A home interview (for the Traditional Program and SDYHA).

Providing personal references.

Consenting to a police background check (for those 18 years old and older).

Completing all necessary volunteer training.

Along with this application, you will be asked to submit a copy of a government-issued photo ID, as well as your driver's license (if not used as your government-issued photo ID), and proof of auto-insurance, if you plan to transport a child within the community-based program. All applications will be given equal consideration regardless of race, age, sex, disability, marital status, sexual orientation, religion or national origin.

* Required

1. **Email address ***

2. **Check the program you are most interested in volunteering for: (Big Couple and Big family - each person must complete an application)**

Check all that apply.

- Traditional Program
- South Dakota Youth Hunting Adventures (SDYHA)
- School Mentor Program
- Adopt-A-Class (Canyon Lake)
- Adopt-A-Class (General Beadle)
- Adopt-A-Class (Robbinsdale)
- Campus Kids
- Mustang Round-Up
- Events

GENERAL INFORMATION

3. **First Name ***

4. **Middle Name**

5. **Last Name ***

6. **Preferred Name**

7. **Home Phone ***

8. Cell Phone

9. Work Phone

10. Home Street Address *

11. City *

12. State *

13. Zip Code *

14. County *

15. Best time to contact you? *

Check all that apply.

- Morning
- Afternoon
- Evening

16. Best way to contact you? *

Check all that apply.

- Home Phone
- Cell Phone
- Work Phone
- Email
- Postal Address

17. Date of Birth *

Example: December 15, 2012

18. Gender *

Mark only one oval.

- Male
- Female
- Prefer not to say

19. Marital Status (If applicable, maiden name) *

Mark only one oval.

- Single
- Married
- Divorced
- Widowed

20. Maiden name if applicable:

21. Race/Ethnicity *

Mark only one oval.

- American Indian or Alaska Native
- Native Hawaiian or Pacific Islander
- Asian
- White
- Black or African American
- Hispanic or Latino
- Multi-Race
- Other: _____

22. Nationality/Country of Origin

23. Employer

24. Position Title

25. Employer Phone

26. **How long have you been employed here (in years and months)?**

27. **Best time to contact you at work?**

Check all that apply.

- Morning
 Afternoon
 Evening

28. **Education (please check all that apply) Information**

Check all that apply.

- Some High School
 GED or Diploma
 Associates Degree
 Bachelors Degree
 Masters Degree
 Doctorate Degree

29. **Area of Study**

30. **Are you currently a student?**

Mark only one oval.

- Yes
 No

31. **Do you have military experience? ***

Mark only one oval.

- Yes
 No

32. **Are you retired?**

Mark only one oval.

- Yes
 No

33. **Are you separated or discharged (other than retired)?**

Mark only one oval.

- Yes
 No

34. If retired, separated, or discharged, please select character of discharge.*Check all that apply.*

- Honorable
- Bad Conduct
- Dishonorable
- General (honorable)
- Under other than honorable conditions

35. Please select branch of service.*Mark only one oval.*

- Air Force
- Army
- Coast Guard
- Marine Corp
- Navy

36. Component*Mark only one oval.*

- Active
- National Guard
- Reserve

37. Do you have a vehicle? **Mark only one oval.*

- Yes
- No

38. Do you have valid insurance that meets or exceeds state required minimum? **Mark only one oval.*

- Yes
- No

39. Do you have a driver's license? **Mark only one oval.*

- Yes
- No

40. If yes, please include driver's license number.

References

Please list information for four references below including:
Your spouse or domestic partner (i.e., if you live with a significant other/ girlfriend/boyfriend) OR a family member, if you do not have a spouse, partner, or significant other).

Current or former employer or co-worker you have known for at least one year, or someone from your school if you are a student.

A friend or neighbor you have known for at least two years.

41. Spouse/Partner Reference Name (Family member if no spouse/partner) *

42. Spouse/Partner Phone *

43. Spouse/Partner Address

44. Spouse/Partner Email Address

45. Employer/Coworker Reference (School personnel if you're a student) Name *

46. Employer/Coworker Phone *

47. Employer/Coworker Address

48. Employer/Coworker Email

49. Personal Reference (1) Name *

50. Personal Reference Phone *

51. Personal Reference Address

52. Personal Reference Email

53. Personal Reference (2) Name *

54. Personal Reference Phone *

55. Personal Reference Address

56. Personal Reference Email

Youth Serving Organizations

In addition to the references above, Big Brothers Big Sisters requires references from all youth serving organizations at which you have worked or volunteered in the past. Please list additional on separate page, if needed.

57. Have you worked for or volunteered at a youth serving organization? If yes, please completed the information below. *

Mark only one oval.

- Yes
- No

58. Organization Name, Address and Phone

59. Supervisors Name

60. Dates of Service

OTHER QUESTIONS**61. How did you hear about our program? ***

62. Have you previously applied to be or served as a Big Brother or Big sister here or anywhere else? *

Mark only one oval.

- Yes
- No

63. Have you ever been involved with Big Brothers Big Sisters in a capacity other than a Big? *

Mark only one oval.

- Yes
- No

64. Have you ever been involved with or volunteered for another youth organization? *

Mark only one oval.

- Yes
- No

65. Have you ever been denied acceptance or released from service as a volunteer or employee for another Big Brothers Big Sisters program or youth-serving organization? *

Mark only one oval.

- Yes
- No

66. Are you interested in learning about additional ways to contribute to the Big Brothers Big Sisters mission? *

Mark only one oval.

- Yes
- No

CONSENT/UNDERSTANDING

1. The references and youth serving-organizations I listed may be contacted by mail, telephone, email, or in-person

2. The information I provided may be used to conduct a background check, to include a search of public domain records, driving records check, juvenile and adult criminal history check, military records, and other records where required by local, state, or federal law for volunteers working with youth

3. I am in no way obligated to perform any volunteer services

4. The BBBS agency is not obligated to match me with a youth and may deny my application or close my match at any time, and to protect all participants' confidentiality, BBBS is not required to disclose reasons for doing so

5. Other BBBS agencies and youth organizations where I have worked or volunteered may be contacted as references

6. As part of the enrollment processes, I will be required to provide additional personal information, including completion of an in-person interview, home interview, and the necessary training

7. I understand that the information I provide in the enrollment process will be kept confidential, unless disclosure is required by law and with exceptions noted below

8. I understand that incidents of child abuse or neglect, past or present, must be reported to proper authorities

9. I understand that certain relevant information about me will be discussed with the parent/guardian of a child who is a prospective match (this might include demographic information, information relevant to parent/child preferences, and any information relevant to a child's safety or well-being)

10. It is my responsibility to update the agency if any of the information I provide on this application, in my interview, or any other information provided during the enrollment process changes (i.e. address, phone number, auto-insurance, new criminal charges, etc.)

11. I agree to timely communication and follow-up with all agency staff

67. Signature (Type your full name. This will act as your signature) *

68. Date *

Example: December 15, 2012

If applicant is under the age of 18, co-signature of a parent/guardian is required.

69. Parent or Guardian Signature: (Type your full name. This will act as your signature)

70. Date

Example: December 15, 2012

ADDITIONAL CONSENT/UNDERSTANDING

Please read the following carefully before signing this application:

I understand that this is an application for a volunteer opportunity and is not a promise or commitment by Big Brothers Big Sisters.

I certify that all information I have provided or will provide to Big Brothers Big Sisters, including this application, is true, correct and complete to the best of my knowledge. I certify that I have and will answer all questions to the best of my ability and that I have not and will not withhold any information that would affect my application for a volunteer position. I understand that information contained on my application will be verified by Big Brothers Big Sisters. I understand that misrepresentations or omissions may be cause for my immediate rejection as an applicant or my termination as a volunteer.

At any time while involved with the Big Brothers Big Sisters program, I agree to immediately inform my Big Brothers Big Sisters contact person of any and all infractions, violations, charges and convictions related to any civil, domestic, or criminal occurrences. I understand that BBBS staff needs to be fully informed to provide the best guidance or support possible.

71. Signature (Type your full name. This will act as your signature) *

72. Date

Example: December 15, 2012

If applicant is under the age of 18, co-signature of a parent/guardian is required for application and to obtain criminal history record check information.

73. Parent or Guardian Signature (Type your full name. This will act as your signature)

74. Date

Example: December 15, 2012

TALENT/MEDIA RELEASE

I hereby consent to the use, sale, reproduction, transfer, or conveyance, of any and all photographs, images, likenesses, and voice recording of me in all forms (with or without the use of my name) by Big Brothers Big Sisters of the Black Hills, or by any designee of the Agency.

I hereby consent to the use of all forms of media including advertising, trade, display, editorial, art, exhibition, and Agency newsletters (with or without my photograph and / or my name). I hereby give this consent and release to Big Brothers Big Sisters of the Black Hills, their nominees and designees from

liability for any violation of any personal or proprietary right and agree to hold Big Brothers Big Sisters of the Black Hills harmless from all liability from the use, sale, reproduction, transfer or conveyance of the aforementioned items.

75. Please Check One: *

Mark only one oval.

I have read this document, understand it is a release of all claims, and consent to the above.

I do not consent to the above.

76. Signature (Type your full name. This will act as your signature) *

77. Date *

Example: December 15, 2012

If applicant is under the age of 18, co-signature of a parent/guardian is required.

78. Parent or Guardian Signature (Type your full name. This will act as your signature)

79. Date

Example: December 15, 2012

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