



# ORC Coaching Application

FULL NAME (First, Middle, Last)		SOCIAL SECURITY NUMBER	
HOME PHONE	WORK PHONE	CELL PHONE	
CURRENT HOME ADDRESS	CITY	STATE	ZIP CODE
PREVIOUS HOME ADDRESS	CITY	STATE	ZIP CODE
PREVIOUS HOME ADDRESS (list additional addresses on the back)	CITY	STATE	ZIP CODE
CURRENT EMPLOYER	CURRENT OCCUPATION		
DRIVERS LICENSE # & STATE	EXPIRATION DATE	BIRTH DATE (MM/DD/YR)	
AGE GROUP YOU WOULD LIKE TO COACH (CHECK ALL THAT APPLY)			
<b>Tee Ball</b>	Girls Boys	<b>Baseball</b>	Machine Pitch Cal Ripken Minor Cal Ripken Major Jr. Babe Ruth
<b>Soccer</b>	K-1 2nd-3rd 4th-6th	<b>Softball</b>	Machine Pitch 10 U 12U 14U
	<b>Other:</b> _____	<b>Basketball</b>	K-1 2nd-3rd 4th-6th
ARE YOU NYS CA CERTIFIED FOR THE SPORT YOU WISH TO COACH?		IF YES, GIVE DATE OF CERTIFICATION	
YES                      NO			
EMAIL ADDRESS			

Please summarize your coaching experience.

List any other experience you have with voluntary or youth organizations.

Have you ever been arrested and/or convicted of any violations of federal, state, local, or military law or statute?    Yes                      No                      If yes, please explain in the space below.

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## Disclosure Notice

I hereby authorize the Ottawa Recreation Commission (ORC) and/or its agents to conduct an investigation of my background, references, character, past employment, education, credit history, criminal or police records, including those maintained by both public and private organizations and all public records for the purposes of confirming the information contained on my Application and/or obtaining other information which may be material to my qualifications for employment now and, if applicable, during the tenure of my employment with ORC.

I release the Ottawa Recreation Commission and/or its agents and any person or entity, which provides information pursuant to this authorization from any and all liabilities, claims or lawsuits in regard to the information obtained from any and all of the above referenced sources. I expressly authorize release of any and all information which you, as a previous employer or employment reference, may have concerning me, including information of a confidential or privileged nature. I hereby release any organization, company, institution or person for which I have been employed furnishing the information requested.

Completion of this application does not guarantee a coaching position. Each case is considered individually. Ottawa Recreation Commission follows National Recreation and Park Association recommended guidelines for credentialing volunteers ([www.nrpa.org](http://www.nrpa.org)). ORC staff will notify each applicant of their status.

**I certify that all information is true to the best of my knowledge. I have read and understand the disclosure notice above. I authorize Ottawa Recreation Commission to make all necessary investigations allowable by law. It is my responsibility to notify Ottawa Recreation Commission of changes pertaining to this application. If I submit electronically, I consider that my signature.**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Please return this form to or click on the submit button to email to ORC:**

**Ottawa Recreation Commission**

**517 East 3rd Street**

**Ottawa, KS 66067**

**fax: 785.242.6634**