

VOLUNTEER TUTOR APPLICATION

ESL IN-HOME PROGRAM OF NORTHERN NEVADA

Return to: 1894 E. William St. #4-125, Carson City, NV 89701 - or - Email to: eslinhomennv@gmail.com

Application Date: _____

Print Full Name: _____ Date of Birth _____ Age: _____
Home Address: _____ City: _____ County _____ Zip: _____
Home Phone: _____ Office Phone: _____ Ext. _____ Cell Phone: _____
Email Address: _____ Male Female

For statistical purposes: Hispanic/Latino Asian African Caucasian Native American Other _____ prefer not to state

Tutor's Availability (2days): Mon. Tue. Wed. Thurs. Fri. Sat. Sun. Times: _____

I will tutor in Student's Home; My Home; School classroom; Public Site (i.e., library) _____

Have you ever been terminated involuntarily from a paid or volunteer position or suspended from an educational institution?
Yes No If yes, explain circumstances _____

Have you ever been convicted of a crime, pled guilty to a charge, pled no contest, or have a case pending?
Yes No If yes, explain circumstances _____

Have you ever been criminally charged with any crime(s) related to the mistreatment, abuse or molestation of children?
Yes No If yes, explain circumstances _____

DO YOU SPEAK A FOREIGN LANGUAGE? (not required for tutoring) Yes No
If Yes, What Language? _____ Fair Good Fluent

Do you want to learn a foreign language? Yes No If Yes, What Language? _____

EDUCATION:	<u>Name/Location</u>	<u>Major/Degree</u>	<u>Dates Attended (From- To)</u>
High School:	_____	_____	_____
College:	_____	_____	_____
University:	_____	_____	_____
Other:	_____	_____	_____

WORK HISTORY:

Current Employer: _____ City/State: _____ Phone: _____
Job Position and Duties: _____ Start Date _____ End Date _____

Previous Employer: _____ City/State: _____ Phone: _____
Job Position and Duties: _____ Start Date _____ End Date _____

HOW DID YOU FIND OUR PROGRAM? (Friend/Tutor/Internet,etc.) _____

Are you willing to have a background check? Yes No

Are you willing to perform other duties (i.e., fundraising/training other tutors)? Yes No

Business Reference: _____ Phone _____

Personal Reference: _____ Phone _____

Please Complete Other Side

Prospective Volunteers will receive consideration without discrimination because of race, creed, color, sex, age, national origin or handicap.

The ESL In-Home Program is an Equal Opportunity organization

I certify that all statements contained in this application and any attachments are true and correct and that this application is submitted with the knowledge that misrepresentation or failure to reveal information requested may be deemed sufficient cause for denial of or dismissal as a volunteer tutor.

I hereby authorize any and all persons having information concerning me, either of public record or otherwise, to furnish it to the authorized agent of the ESL In-Home Program of Northern Nevada.

If I fail to keep my commitments (specifically tutoring and submitting monthly time sheets), I agree to return all tutor books (Laubach Teacher's Manual and Illustration) and other material given to me. If materials cannot be returned, I agree to reimburse the ESL In-Home Program the cost for each book. I understand that this is a no-cost-to-student program, that my services are on a volunteer and/or internship basis **and that I will not receive remuneration from ESL In-Home Program and assigned students.**

I have a valid driver's license, and am at least 17 years of age and I have and will maintain valid insurance coverage with a minimum amount of

- \$100,000 per person/\$300,000 per occurrence for bodily injury (\$500,000 for vehicles with more than 5 passengers)
- \$50,000 property damage per occurrence
- \$5,000 per person for medical payment

My insurance provides primary coverage in case of an accident up to the amount of the insured coverage. ESL In-Home Program of Northern Nevada's insurance provides secondary coverage for liability only if necessary in excess of the limits of my coverage. ESL In-Home Program of Northern Nevada's insurance does not cover, nor is responsible for, comprehensive and collision damage to my vehicle.

I hereby expressly waive, release and forever discharge the ESL In-Home Program and its agents, from any and all manner of action and causes of action whatsoever (including auto accidents), which I, my administrators or executors can, shall, or may have against the ESL In-Home Program, or its agents, as a result of my volunteering with the ESL In-Home Program.

Print Name : _____ Date: _____

Signature: _____ (electronic signature ok)

OFFICE USE ONLY:

Name of Tutor Trainer:	City:	Date			
Student(s)	Start Date	BookLevel	Days	Time	Location

Tutor Trainer's Comments: _____

