



# The Leadership School at Kieve

## Staff Application

PO Box 169  
Nobleboro, ME 04555  
www.kieve.org

Phone (207) 563-6212  
Fax (207) 563-5833  
Email: samanthar@kieve.org

**Please Print All Information**

Date: \_\_\_\_\_ Position Applying For:    PRO            INTERN            TEACHER

Full Name \_\_\_\_\_ Nickname \_\_\_\_\_

Current Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zipcode \_\_\_\_\_

Home Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_     Male     Female

Email Address: \_\_\_\_\_

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Driver's License # \_\_\_\_\_ State \_\_\_\_\_ Expiration Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Emergency Contact:**

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

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zipcode \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email \_\_\_\_\_

How did you hear about The Leadership School?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Experience working with children:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PREVIOUS EMPLOYMENT** (List type of work, employer, dates of employment, and telephone number if known)

Date from / to (month / year)	Position/Type of Work	Employer	Town State – Telephone #
____/____ to ____/____			
____/____ to ____/____			
____/____ to ____/____			

**REFERENCES**

Please list three who we may contact. Please include telephone numbers.

Name	Position/Title	Address	Email / Telephone	Years Known

**BACKGROUND**

<i>Have you ever?</i>	<i>Please check only one box for each question asked</i>	<b>Yes</b>	<b>No</b>
1. Been disciplined, discharged, or asked to resign from a prior position? If so, explain the circumstances on a separate piece of paper and attach it to this application.			
2. Been charged with or investigated for sexual abuse of another person?			
3. Been convicted of a crime (other than a minor traffic offense)?			
4. Entered a plea of not guilty or "no contest" (nolo contendere) to any crime or has any court ever deferred further proceedings without a finding of guilty and placed you on probation, for any crime other than a minor traffic offense?			

If you answered YES to ANY of these questions, provide full details below or on a separate sheet of paper, including, with respect to court actions, the date, offense in question, and the court involved. Conviction or other disposition of a crime is not necessarily an automatic bar of employment.

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I understand that any falsification of information or misleading information on this application shall be fully sufficient grounds to refuse to employ or, having been employed, shall be immediate cause for dismissal/discharged.

My signature below constitutes authorization to check my employment history, including without limitation, criminal arrest and conviction record checks, reference checks, and release of investigative information possessed by any state, local or federal agency. I further authorize those persons, agencies or entities that The Leadership School at Kieve, a department of Kieve-Wavus Education, Inc., contacts in connection with my employment application fully to provide Kieve-Wavus Education, Inc with any information on the matters set forth above. I expressly waive in connection with any request for or provision of such information, any claims, including without limitation, defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against Kieve-Wavus Education, Inc. its agents and officials or against any provider of such information.

I understand that information submitted in and with this application may be disclosed to a screening and/or interviewing committee, which may include board members, administrators, other staff, and members of the community. I give my consent to this disclosure.

Signature \_\_\_\_\_ Date signed \_\_\_\_/\_\_\_\_/\_\_\_\_

**Please send completed application to The Leadership School at Kieve, Attn: Samantha Richard, PO Box 169, Nobleboro, ME 04555 or email to Samantha at [samanthar@kieve.org](mailto:samanthar@kieve.org)**

Kieve-Wavus Education, Inc. does not discriminate in the operation of its educational and employment policies and will honor all appropriate laws relative to discrimination.