

Durham School Department

19 Gartley Street

Lisbon, ME 04250

TEL: 207-353-6711 FAX: 207-353-3032

**APPLICATION FOR COACHING POSITION**

Durham School Department does not discriminate in the operation of its educational and employment policies and will honor all appropriate laws relative to discrimination.

**Position applying for:**

Name \_\_\_\_\_

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

last                      first                      middle                      Social Security Number

Address \_\_\_\_\_

Phone \_\_\_\_\_

street city state zip

When will you be available: \_\_\_\_\_

\_\_\_\_\_

(Position location)

**EDUCATION:** Starting with high school, list any schools or colleges you may have attended.

No. of Yrs.

School Attended  
Graduated/Degree

Address

Attended

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**SPECIAL SKILLS**

Check the following area in which you have had formal training (i.e., course work or workshops):

_____ Coaching Techniques/Methods	_____ First Aid and Emergency Care
_____ Care and Prevention of Athletic Injuries	_____ Athletic Conditioning

Educational Coaching Experience:

_____ Food and Nutrition for Athletics Administration of Athletics	_____ Organization and
_____ Coaching Psychology/Motivation specify: _____	_____ Other: Please

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**EXPERIENCE:** Please list all previous employment starting with the most recent job held. Use the back of the

page if necessary. Please account for any gaps in employment during the past ten years on the back of page.

From To	Position	Duties
	Employer	

(month/year)

\_\_\_\_ to \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_ to \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_ to \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_ to \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_ to \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_ to \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_ to \_\_\_\_\_  
\_\_\_\_\_

**BACKGROUND**

Have you ever been disciplined, discharged, or asked to resign from a prior position?  
Yes \_\_\_ No \_\_\_

Have you ever resigned from a prior position after a complaint had been received against  
you or your conduct was under investigation or review?  
Yes \_\_\_ No \_\_\_

Has your contract in a prior position ever been non-renewed?  
Yes \_\_\_ No \_\_\_

Have you ever not been nominated for re-employment in a prior position or ever had  
your nomination for re-employment not be approved?  
Yes \_\_\_ No \_\_\_

Have you ever been charged with or investigated for sexual abuse or harassment of  
another person?  
Yes \_\_\_ No \_\_\_

Have you ever been convicted of a crime (other than a minor traffic offense)?

Yes \_\_\_ No \_\_\_

Have you ever entered a plea of guilty or "no contest" (nolo contendere) to any crime

(other than a minor traffic offense)?

Yes \_\_\_ No \_\_\_

Have you ever had a professional license or certificate suspended or revoked in any state,

or have you ever voluntarily surrendered, temporarily or permanently, a professional

license or certificate in any state?

Yes \_\_\_ No \_\_\_

Has any court ever deferred, filed or dismissed proceedings without a finding of guilty and

required that you pay a fine, penalty or court costs and/or imposed a requirement as to your

behavior or conduct for a period of time in connection with any crime (other than a minor

traffic offense)?

Yes \_\_\_ No \_\_\_

If you have answered **YES** to any of the previous questions, provide full details on an additional sheet including, with respect to court actions, the date, offense in question, and the address of the court involved. Conviction or

other disposition of a crime is not necessarily an automatic bar to employment.

**REFERENCES:** (List three, two of whom are most recent supervisors, who can comment on your ability and

whom we may contact. In addition, please provide three letters of reference from persons who are not related

to you (may be from references listed below).

Name	Telephone	Position	Address
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

My signature below constitutes authorization to check my employment history, including without limitation, criminal arrest and conviction record checks, reference checks, and release of investigatory information

possessed by any state, local or federal agency. I further authorize those persons, agencies or entities that

Durham School Department contacts in connection with my employment application to fully provide Durham School Department 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 Durham School Department, its agents and officials, Maine School Management Association, 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.

_____	_____
Date	Signature

**NOTE:** ALL APPLICATION MATERIALS BECOME THE PROPERTY OF DURHAM SCHOOL DEPARTMENT. NONE WILL BE RETURNED. PROVIDING ANY FALSE OR MISLEADING INFORMATION ON THIS APPLICATION OR IN THE APPLICATION OR EMPLOYMENT SCREENING PROCESS SHALL BE FULLY SUFFICIENT GROUNDS TO REFUSE TO EMPLOY THE APPLICANT OR, IF THE APPLICANT HAS BEEN EMPLOYED, TO IMMEDIATELY DISMISS THE APPLICANT/EMPLOYEE.

Durham School Department is an Equal Opportunity Employer.

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**FOR OFFICE USE:**

**APPLICATION FOR COACHING POSITION CHECK LIST:** The completed employment application cannot be evaluated unless all of the following materials have been provided:

- \_\_\_\_\_ Application form fully completed
- \_\_\_\_\_ Gaps in employment during the past ten years explained
- \_\_\_\_\_ YES to any of the questions in the Background section explained
- \_\_\_\_\_ Application signed