



# JOIN TODAY!

**Impact the lives of  
young children tomorrow!**

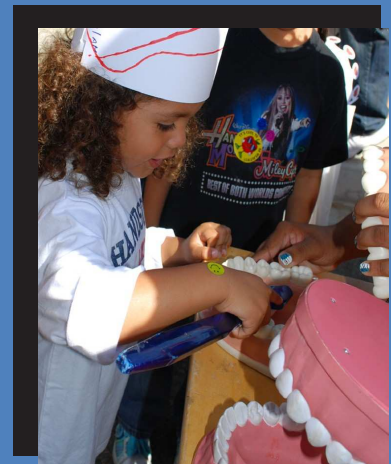
The First 5 Riverside AmeriCorps program is recruiting four new team members to participate in our community service program. The purpose of this service program is to strengthen communities, encourage responsibility, provide a unique job experience and support your education.

**See more information about joining the team below!**

First 5 Riverside AmeriCorps members receive a \$2,072 monthly living allowance, health insurance, childcare assistance (if income eligible), student loan deferment and, upon completion of their service, a \$5,550 education award.

## **Applicants Must:**

- Commit to serving 1,700 hours over 11 months, beginning
- September 2011 to July 2012
- Promote good oral health, physical activity & nutrition among children ages 3-5 through lessons and activities delivered at selected child care sites and community events.
- Have a minimum of a high school diploma or GED
- Live in Riverside County and be 18 years or older
- Have reliable transportation to travel throughout Riverside County



Selected candidates must complete and be cleared through a background check and physical prior to confirmation of position. Spanish-speaking skills are desired.

***Applications are due August 15, 2011 by 5 p.m.  
and available on our website: [www.rccfc.org](http://www.rccfc.org) or at  
First 5 Riverside - 2002 Iowa Ave. Ste. 100  
Riverside, CA 92507-2423***



Contact Mary Stewart at 951-248-0014 ext. 270 or (800) 266-3880  
Learn more about AmeriCorps at [www.americorps.gov](http://www.americorps.gov)

**Your world. Your chance to make it better.  
Apply Today**



# AMERICORPS APPLICATION

Your World. Your Chance  
To Make It Better.



# APPLY TODAY!

[www.americorps.gov](http://www.americorps.gov)



# Thousands of Opportunities Await. **Apply Today!**

To learn more about AmeriCorps and each of the programs, visit [www.americorps.gov](http://www.americorps.gov). Or call the AmeriCorps hotline at 1-800-942-2677 (TTY 1-800-833-3722).

## **PLEASE READ THIS INFORMATION BEFORE COMPLETING THE APPLICATION**

- This application may be used to apply for most AmeriCorps programs. However, if you are applying to an AmeriCorps\*State or AmeriCorps\*National program, you should first check with the program to see if it requires additional or alternate forms. To determine specific application requirements visit the AmeriCorps website at [www.americorps.gov](http://www.americorps.gov) or call 1-800-942-2677.
- If you're applying to more than one AmeriCorps program, complete the entire application except for question 11 and the final "Certification" Section. Make one copy of the application for each program. Then, answer question 11 and sign each copy separately before mailing.
- You may use additional sheets of paper to provide more detailed information that will not fit on this application form. Enclose everything in the final application packet that you submit.
- Two reference forms are enclosed in this packet. They are an important part of your application and must be submitted with your application. Your application cannot be considered without references. If you are applying to multiple programs and using the same person as a reference, please remind them to make multiple copies after completing the reference form.
- Make a copy of your application for your personal records before you send it in.
- Send your application to the right place. Please refer to the back cover for instructions.
- This publication is available upon request in alternative formats for people with disabilities. E-mail [questions@americorps.org](mailto:questions@americorps.org) or call 1-800-942-2677; TTY: 1-800-833-3722.

Public reporting burden for this collection of information is estimated to average 45 minutes per submission, including reviewing instructions, gathering and maintaining the data needed, and completing the form. Comments on the burden or content of this instrument may be sent to the Corporation for National and Community Service, Office of Public Affairs, Attn: Denise Yeager, 1201 New York Avenue, NW, Washington, DC 20525. The Corporation informs people who may respond to this collection of information that they are not required to respond to the collection of information unless the OMB control number and expiration date displayed on page 1 are current and valid. (See 5 C.F.R. 1320.5(b)(2)(i).)





# AMERICORPS APPLICATION

11. Which AmeriCorps program are you applying to? Check only one. If you are applying to more than one AmeriCorps program, fill this in after you copy your application. Enter the program information on each application.

**AmeriCorps\*NCCC (National Civilian Community Corps)**

Members ages 18 to 24 serve in a 10-month team-based residential program to complete a variety of service projects in the areas of education, disaster services, the environment, and other unmet needs. Members often travel to projects throughout their region.

Fall Class (September/October start dates)       Winter Class (January start dates)

**AmeriCorps\*VISTA (Volunteers in Service to America)**

Members provide indirect service through private organizations and public nonprofit agencies, addressing issues related to poverty—such as public health, education, the environment, public safety, and employment—by developing and mobilizing resources that create long-term sustainable benefits at a community level.

Program Name \_\_\_\_\_

Program Address \_\_\_\_\_

**AmeriCorps\*State and National**

Members serve either in teams or individually through national and community-based private and public organizations. Members help solve community problems through direct and indirect service, in the areas of education, public safety, the environment, and other human needs, such as health and housing.

Program Name \_\_\_\_\_

Program Address \_\_\_\_\_

## EDUCATION

12. Check the highest level of education that you will have completed by the time you are planning to serve in AmeriCorps. (Check only one.)

- Some high school                       Associate's degree                       Graduate degree  
 High school diploma or GED                       Some college                       Other (please specify): \_\_\_\_\_  
 Technical school/Apprenticeship                       Bachelor's degree

13. List all schools after high school that you have attended, including trade or technical schools, military training and employment training programs.

Name of School (List most recent first)	Location of School (City/State)	Dates Attended		Major or Area of Study	Type of Degree or Certificate	Date Received or Expected
		From Mo./Yr.	To Mo./Yr.			
A. _____						
B. _____						
C. _____						
D. _____						

# AMERICORPS APPLICATION

## COMMUNITY SERVICE (Previous service is not always a requirement.)

14. Describe how you have reached out to help others and/or how you have been involved in your own community. Explain why you decided to serve or get involved, and what you received in return—that is, what you learned or how it made you feel. Think in broad terms. List your most recent activity first. Attach a separate sheet of paper if you need more space. (Your involvement could include serving in neighborhood, school, religious, social, professional, or other volunteer groups; helping out with community service projects; or participating in less formal activities.)

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A. DATES OF INVOLVEMENT: From: \_\_\_\_\_ To: \_\_\_\_\_ Hours per mo.: \_\_\_\_\_  
MONTH/YEAR MONTH/YEAR

Organization Name: \_\_\_\_\_ Location: \_\_\_\_\_ Phone: \_\_\_\_\_

Description of Involvement: \_\_\_\_\_

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B. DATES OF INVOLVEMENT: From: \_\_\_\_\_ To: \_\_\_\_\_ Hours per mo.: \_\_\_\_\_  
MONTH/YEAR MONTH/YEAR

Organization Name: \_\_\_\_\_ Location: \_\_\_\_\_ Phone: \_\_\_\_\_

Description of Involvement: \_\_\_\_\_

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15. Have you previously served in AmeriCorps?  Yes  No

How many times in each of the programs?

AmeriCorps\*VISTA \_\_\_\_\_ AmeriCorps\*NCCC \_\_\_\_\_ AmeriCorps\*State and National \_\_\_\_\_

Program or AmeriCorps\*NCCC Campus

Location: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
CITY/STATE MONTH/YEAR MONTH/YEAR

Did you complete your term of service?  Yes  No

If no, why not? \_\_\_\_\_

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# AMERICORPS APPLICATION

## MOTIVATIONAL STATEMENT

16. We would like to understand more about you and your reasons for applying to AmeriCorps. Take a few minutes and consider those experiences which have made you the person you are today. Please share with us one of these experiences and how it sparked your interest in community service. If you need additional space, attach a separate piece of paper and limit your total response to 500 words.

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## EMPLOYMENT

17. Beginning with the most current or most recent position, list and briefly describe the last four positions you have held or your last ten years of employment you have held. Begin with the current or most recent and go back ten years. Include self-employment, internships/fellowships, home management, and full- or part-time paid or unpaid work experience. (You may attach a resume instead if it addresses the information requested below.)

NAME AND ADDRESS OF EMPLOYER	DATES	JOB TITLE AND DUTIES
A. Organization, City/State: _____ _____ Supervisor: Phone and email _____	From: ____/____ MO./YR.  To: ____/____ MO./YR.  Hrs./week: _____	Title: _____ Duties: _____ _____ Reason for leaving: _____ _____
B. Organization, City/State: _____ _____ Supervisor: Phone and email _____	From: ____/____ MO./YR.  To: ____/____ MO./YR.  Hrs./week: _____	Title: _____ Duties: _____ _____ Reason for leaving: _____ _____

# AMERICORPS APPLICATION

NAME AND ADDRESS OF EMPLOYER	DATES	JOB TITLE AND DUTIES
C. Organization, City/State: _____ _____ Supervisor: Phone and email _____	From: ____/____ MO./YR. To: ____/____ MO./YR. Hrs./week: _____	Title: _____ Duties: _____ _____ Reason for leaving: _____ _____
D. Organization, City/State: _____ _____ Supervisor: Phone and email _____	From: ____/____ MO./YR. To: ____/____ MO./YR. Hrs./week: _____	Title: _____ Duties: _____ _____ Reason for leaving: _____ _____

18. Explain any period of time greater than six months not accounted for by AmeriCorps, Peace Corps, work, school, or military service. Or, explain why you have no employment history. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## SKILLS AND EXPERIENCE

19. Listed below are skill areas that some programs find useful and may seek in AmeriCorps applicants. Indicate the skill areas in which you have had training or experience, including volunteer or community service experience, and indicate how you gained those skills.

EXAMPLE:  Public Speaking – Club President \_\_\_\_\_

- |   |   |
|---|---|
| <input type="checkbox"/> Architectural Planning _____     | <input type="checkbox"/> Leadership _____         |
| <input type="checkbox"/> Business/Entrepreneur _____      | <input type="checkbox"/> Medicine _____           |
| <input type="checkbox"/> Communications _____             | <input type="checkbox"/> Outreach _____           |
| <input type="checkbox"/> Community Org./Development _____ | <input type="checkbox"/> Public Health _____      |
| <input type="checkbox"/> Computers/Technology _____       | <input type="checkbox"/> Public Speaking _____    |
| <input type="checkbox"/> Conflict Resolution _____        | <input type="checkbox"/> Recruitment _____        |
| <input type="checkbox"/> Counseling _____                 | <input type="checkbox"/> Teaching/Tutoring _____  |
| <input type="checkbox"/> Education _____                  | <input type="checkbox"/> Trade/Construction _____ |
| <input type="checkbox"/> Fine Arts/Crafts _____           | <input type="checkbox"/> Writing/Editing _____    |
| <input type="checkbox"/> First Aid _____                  | <input type="checkbox"/> Youth Development _____  |
| <input type="checkbox"/> Fundraising/Grant Writing _____  | <input type="checkbox"/> Other (specify): _____   |
| <input type="checkbox"/> Law _____                        |   |



# AMERICORPS APPLICATION

## CRIMINAL HISTORY

The AmeriCorps application process requires a criminal history check to ensure community members with whom we work are protected, particularly children, individuals with disabilities, and individuals over 60 years old.

We are investigating for past sexual offenses and violent crimes, or crime that would have a direct bearing on your service.

This background check will entail our search of the National Sex Offenders Registry and an FBI criminal history check, which will require your being fingerprinted at Pre-Service Orientation.

You will not be permitted to serve or work with children, individuals with disabilities, or individuals over 60 years of age, without supervision until the history check is complete and you are cleared. The review process is not lengthy, and normally is completed within weeks.

Answer the following questions fully. Existence of a criminal conviction or juvenile adjudication may or may not, depending on the circumstances, disqualify you from consideration. However, any intentional misrepresentation or omission will disqualify you. Do not include minor traffic violations.

24. **Have you ever been convicted as an adult, or adjudicated as a juvenile offender, of any criminal offense by either a civilian or military court, other than minor traffic violations?**  Yes  No

Are you currently facing charges for any offense or on probation or parole?  Yes  No

If no, skip to "Certification" below.

If you answered yes to any of the questions above, please provide the following information:

Date: \_\_\_\_\_ Place: \_\_\_\_\_  
MONTH/DAY/YEAR CITY STATE

Charge: \_\_\_\_\_

Action Taken: \_\_\_\_\_

Court, Probation, or Parole Officer: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

NAME: \_\_\_\_\_

Address: \_\_\_\_\_  
NUMBER AND STREET

\_\_\_\_\_  
CITY STATE ZIP CODE

You may attach any additional information or explanation on a separate sheet.

# AMERICORPS APPLICATION

## CERTIFICATION

If you choose to submit a paper application, your application must be certified with your original signature in ink. If you are applying to more than one AmeriCorps program, make a copy for each program that you're applying to first, and then sign each one.

By signing this application, or by submitting it electronically if applying on-line, I certify that all of the statements made in this application are true, correct, and complete, to the best of my knowledge, and are made in good faith. Misinformation or omission of information could result in disqualification or termination as an AmeriCorps member. If I am selected for participation in some AmeriCorps programs, including AmeriCorps\*NCCC, I may be required to submit to a physical examination, including drug or alcohol testing. Background and security checks may also be conducted by some programs.

PRIVACY ACT NOTICE: The Privacy Act of 1974 (5 U.S.C § 552a) requires that the following notice be provided to you: The authority for collecting information from you in this application is contained in 42 U.S.C 12592 and 12615 of the National and Community Service Act of 1990 as amended, and 42 U.S.C 4953 of the Domestic Volunteer Service Act of 1973 as amended. You are advised that submission of the information is entirely voluntary, but the requested information is required in order for you to participate in AmeriCorps programs.

The principal purpose for requesting this personal information is to process your application for acceptance into an AmeriCorps program, and for other general routine purposes associated with your participation in an AmeriCorps program. These routine purposes may include disclosure of the information to federal, state, or local agencies pursuant to lawfully authorized requests, to present and former employers, references provided by you in your application, and educational institutions, for the purpose of verifying the information provided by you in your application. In some programs, the information may also be provided to federal, state, and local law enforcement agencies to determine the existence of any prior criminal convictions. The information will not otherwise be disclosed to entities outside of AmeriCorps and the Corporation for National and Community Service without your prior written permission.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

Print Name: \_\_\_\_\_



The Corporation for National and Community Service programs are available to all without regard to race, color, national origin, disability, age, gender, sexual orientation, religion, political affiliation, or other non-merit factors. Anyone believing he or she has been subjected to discrimination on these grounds by the Corporation for National and Community Service, AmeriCorps, or one of its grantees may contact our Office of Civil Rights and Inclusiveness at (202) 606-7503 or email at [eo@cns.gov](mailto:eo@cns.gov).





**RELATIONSHIPS WITH OTHER PEOPLE**

- 3. AmeriCorps members must serve and communicate with people of varied cultural, economic, educational, racial, and religious backgrounds. Please comment briefly on the applicant's relationships with others and ability to work as a member of a team.

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**EMOTIONAL MATURITY**

- 4. Please comment on the applicant's ability to adapt and work under difficult and changing conditions.

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**ADDITIONAL COMMENTS AND SUPPORTING INFORMATION**

- 5. If you wish, use additional paper to explain any of your ratings, and anything else about this applicant that you feel is relevant to serving in AmeriCorps-such as the applicant's desire to serve others, maturity, work ethic, flexibility, and dependability. Explain any reservations that you have regarding the applicant's participation in the AmeriCorps program to which he or she has applied.

**OVERALL RECOMMENDATION**

- 6. What is your overall recommendation?
  - I recommend the applicant for AmeriCorps service.
  - I have some reservations, but I believe the applicant will succeed in serving with AmeriCorps.
  - I do not recommend this applicant for AmeriCorps service.

**CONFIDENTIALITY STATEMENT**

- I AUTHORIZE the program and/or the Corporation for National and Community Service to identify me as the source of this reference and to release a copy of this reference in its entirety upon request to the applicant.
- I DO NOT authorize the program and/or the Corporation for National and Community Service to identify me as the source of this reference, nor do I authorize the release of a copy of this reference in its entirety to the applicant.

Your Signature: \_\_\_\_\_

**PLEASE RETURN THIS FORM, IN AN ENVELOPE SIGNED  
ACROSS THE SEAL, DIRECTLY TO THE APPLICANT.**





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Your Signature: \_\_\_\_\_

**PLEASE RETURN THIS FORM, IN AN ENVELOPE SIGNED  
ACROSS THE SEAL, DIRECTLY TO THE APPLICANT.**

# AMERICORPS APPLICATION

## OPTIONAL INFORMATION

**HOW DID YOU FIRST HEAR ABOUT AMERICORPS?** You may check more than one.

- AmeriCorps representative  
(service/career fair, conference, information session)
- Armed Forces
- Current or former AmeriCorps member
- Friend/Relative
- Internet/Listserv/E-mail
- Newspaper/Magazine advertisement
- Other service organization
- Radio story
- Television advertisement
- Poster at school
- College guidance office/Placement office
- Department of Education
- High school guidance counselor
- Newspaper/Magazine article
- Peace Corps
- Radio advertisement
- Received information in the mail
- Television news story
- Other (specify) \_\_\_\_\_

**WHAT IS YOUR ETHNICITY?**     Hispanic or Latino     Not Hispanic or Latino

**WHAT IS YOUR RACE?** Mark one or more:

- American Indian or Alaska Native.** A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment.
- Asian.** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Black or African American.** A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander.** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White.** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

# WHERE TO SEND YOUR APPLICATION

If you are applying for the AmeriCorps position with First 5 Riverside please note that **completed applications must be received by 5 p.m. on August 15, 2011** and must be legible.

Applications may be downloaded from the First 5 Riverside website, [www.rccfc.org](http://www.rccfc.org)

Applications can be mailed, e-mailed or faxed as follows:

First 5 Riverside AmeriCorps Recruitment  
2002 Iowa Ave. Ste. 100  
Riverside, CA 92507

E-MAIL: [mstewart@rccfc.org](mailto:mstewart@rccfc.org)

FAX: 951-248-0079



**QUESTIONS? CALL 1-800-942-2677  
OR (TTY) 1-800-833-3722**

**Your World. Your Chance To Make It Better.  
[www.americorps.gov](http://www.americorps.gov)**

*Make a Difference  
Join First 5 Service Corps*

### Frequently Asked Questions

- 1) What skills are required? Basic knowledge of computers, customer service, organizational skills, self motivation.
- 2) Will I be paid for my work? Yes. You will receive a living allowance of \$2072.00. Additionally, there is a \$5,350.00 education award upon the completion of the member's service.
- 3) How much time will I have to commit? 1700 hours, typically over 11 months of service (September 1, 2010 – July 31, 2011).
- 4) What kind of work will I be doing? You will provide oral health education, literacy development and related service program activities to children 0-6 years of age and their families
- 5) What, if any, are the immigration requirements? You must be a citizen, national or legal permanent resident alien to participate.
- 6) Is there an age requirement? You must be at least 18 years old.
- 7) Can I defer my student loans? Yes. Also, the education award may be applied to outstanding student loans.
- 8) If accepted, where will I work? Assignments will be in Riverside County. Travel to First 5 Riverside (F5R) is required for meetings and training purposes.
- 9) Is this considered "real" work experience? Yes. You will have hands-on experience with the public, project managers, procedural tasks, result-oriented experience, etc.
- 10) Can I list this experience for future jobs? Yes and recommendation letters can be sought from supervisors upon completion of the program.
- 11) If this is considered "real" work, are benefits available? Yes. Limited medical health insurance and childcare are available for income eligible, accepted applicants.
- 12) Do I have to have a high school diploma? Yes. You must possess, not be in the process of receiving a high school diploma or GED.
- 13) How will I be paid? By check.
- 14) Is direct deposit available? Yes.
- 15) Do I need to provide my own transportation? Yes. A reliable vehicle to commute to worksites located throughout Riverside County is required.
- 16) How often will I be paid? Twice Monthly.
- 17) What are the "graduation" requirements? Completion of your 1700 hours of service.
- 18) Can I have another job while being in AmeriCorps? No. You may attend classes as long as they are scheduled after hours.
- 19) How many hours do I have to work in a regular week? 32-40 hours per week depending upon site operation hours. Some weekends will be required.
- 20) What happens if I have a past felony conviction? Will I be required to complete a background check? Those convicted of murder, drug/narcotic related and crimes committed against a child, will automatically be disqualified from the F5R Service Corps – AmeriCorps program because F5R works directly with children between ages 0-5. However, if the nature of the crime is other than the two mentioned, we encourage applicants to disclose the nature of the conviction and each application will be reviewed on a case-by-case basis.
- 21) Do I need to be proficient in Spanish? No, but ability to understand and communicate verbally with Spanish speaking children is desirable.
- 22) Can I receive reimbursement for mileage when commuting to assigned work sites? Yes. We reimburse at the state approved rate except when driving to your assigned F5R office for meetings, etc.
- 23) Will I be trained to deliver oral health lessons to children? Yes. You will be required to attend several trainings to expand and enhance your job skills and the program will pay for your costs to attend.
- 24) Will I be required to complete a physical? Yes. If we offer you a position, you will be required to pass a physical (including TB, eye exam and drug screening). We will provide this at no cost to you.