



## Application Instructions

- ✓ Applications to Manage in the Senior Majors, Senior Minors, Majors and Central Majors must be received by September 15, 2017 in order to be considered for Manager Voting.
- ✓ ALL League Officials, Managers, Coaches and Volunteers over the age of 18 are **REQUIRED** submit the attached forms
- ✓ Two forms are **REQUIRED**
  - Billerica Little League requires the Manager Application
  - Little League International requires the Volunteer Form
- ✓ Your **FULL** Social Security Number (**SSN**) is **REQUIRED** for processing
- ✓ The Little League Volunteer Application will used for:
  - National Background Check as required by Little League International
  - The Massachusetts Criminal Offender Record Information (CORI) background check for Criminal History System Board pursuant to Chapter 6, paragraph 172H which mandates organizations primarily engaged in providing activities to children 18 years or less, that accepts volunteers, to obtain all CORI regarding volunteers prior to accepting any person as volunteer. (CORI processing ID BILL)
- ✓ Each form **MUST BE** completed in their entirety
- ✓ Your **FULL NAME** (First, Middle and Last) is **REQUIRED** for The Little League Volunteer Form
- ✓ A copy of your Driver's License is **REQUIRED**
- ✓ **DO NOT PRINT** double sided. Each page should be a separate sheet of paper
- ✓ All forms **MUST** be submitted to Billerica Little League **PRIOR** to a manager or coach being assigned to a team and / or meeting with their team
- ✓ Forms may be mailed to:  
Billerica Little League  
Attn: League Secretary  
PO Box 267  
Billerica, MA 01821
- ✓ Forms may also be dropped off at the Little League Condo during any General Meeting. General Meetings are held the first Tuesday of every month from August through March. From April to July the meetings are the first and third Tuesday of the month. The Condo is located behind Sal's Pizza at **330 Boston Rd, Unit 10**.
- ✓ As a Manager or Coach you are encouraged to attend the League's General Meetings the first Monday of each month.
- ✓ The Billerica Recreation Department requires that all Managers be certified annually by the National Alliance for Youth Sports (NAYSA) for each sport they are involved with. You must complete or renew your certification before March 30<sup>th</sup> or you be required to attend a 3 hour training class. You can renew your certification or take the class on-line at [www.naysa.org](http://www.naysa.org).
- ✓ Please direct any questions concerning this process to [postmaster@billericalittleleague.org](mailto:postmaster@billericalittleleague.org).



# Little League Volunteer Application 2018

Do not use forms from past years. Use extra paper to complete if additional space is required.



**A COPY OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION.**

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Social Security # (mandatory with LexisNexis or upon request)** \_\_\_\_\_

Cell Phone \_\_\_\_\_ Business Phone \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Date of Birth \_\_\_\_\_

Occupation \_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_

Special professional training, skills, hobbies: \_\_\_\_\_

Community affiliations (Clubs, Service Organizations, etc.): \_\_\_\_\_

Previous volunteer experience (including baseball/softball and year): \_\_\_\_\_

Do you have children in the program? Yes  No  If yes, list full name and what level? \_\_\_\_\_

Special Certification (CPR, Medical, etc.): \_\_\_\_\_

Do you have a valid driver's license: Yes  No

Driver's License#: \_\_\_\_\_ State \_\_\_\_\_

Have you ever been convicted of or plead guilty to any crime(s): Yes  No

If yes, describe each in full: \_\_\_\_\_

Are there any criminal charges pending against you regarding any crime(s) involving or against a minor?  Yes  No If yes, describe each in full: \_\_\_\_\_

Have you ever been refused participation in any other youth programs? Yes  No  If yes, explain: \_\_\_\_\_

In which of the following would you like to participate? (Check one or more.)

- League Official  Coach  Umpire  Field Maintenance   
 Manager  Scorekeeper  Concession Stand  Other

Please list three references, at least one of which has knowledge of your participation as a volunteer in a youth program:

**Name/Phone**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

AS A CONDITION OF VOLUNTEERING, I give permission for the Little League organization to conduct background check(s) on me now and as long as I continue to be active with the organization, which may include a review of sex offender registries, child abuse and criminal history records. I understand that, if appointed, my position is conditional upon the league receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability the local Little League, Little League Baseball, Incorporated, the officers, employees and volunteers thereof, or any other person or organization that may provide such information. I also understand that, regardless of previous appointments, Little League is not obligated to appoint me to a volunteer position. If appointed, I understand that, prior to the expiration of my term, I am subject to suspension by the President and removal by the Board of Directors for violation of Little League policies or principles.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

If Minor/Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant Name (please print or type) \_\_\_\_\_

*NOTE: The local Little League and Little League Baseball, Incorporated will not discriminate against any person on the basis of race, creed, color, national origin, marital status, gender, sexual orientation or disability.*

**LOCAL LEAGUE USE ONLY:**

Background check completed by league officer \_\_\_\_\_ on \_\_\_\_\_

System(s) used for background check (minimum of one must be checked):

- Sex Offender Registry  Criminal History Records  \*LexisNexis

*\*Please be advised that if you use LexisNexis and there is a name match in the few states where only name match searches can be performed you should notify volunteers that they will receive a letter directly from LexisNexis in compliance with the Fair Credit Reporting Act containing information regarding all the criminal records associated with the name, which may not necessarily be the league volunteer.*

**Only attach to this application copies of background check reports that reveal convictions of this application.**