

Hunter & Bowhunter Education Associate Instructor Application

Application Process:

- 1. FWP reviews the, original, completed application and conducts a criminal history and background investigation.
- 2. FWP sends the successful Associate Instructor Applicant a copy of the program's Child Protection Policy and Acknowledgment Form. The Associate Instructor and their lead instructor review the policy; both sign the Acknowledgment Form and return it to FWP.
- 3. FWP receives the Acknowledgement Form and sends a welcome email notifying the applicant of their certification as an Associate Instructor.
- 4. FWP will notify the Regional Information Officer of the new Associate Instructor.

Contact Information – Please type or clearly print all information

First Name	Last Name		Middle Initial	Male / Female Circle		
Mailing Address	City	County	State	Zip Code		
Physical/Shipping Address	City	County	State	Zip Code		
Home Phone	Cell Pho	one		Email		
Any Hunting or fishing violated Any misdemeanor offense	tion in any state YES NO ner traffic offenses. nult YES NO	– includes DUI, DU	•	Reckless		
If yes to any, briefly explain includ		· •	·	- .a		
Have you <u>ever</u> had a conviction, g prosecution for any <u>felony</u> offense		orteiture, deferred	sentence, or deterre	a		
If yes, are you permitted to possess		NO				
If yes, what was the specific charge	e, and include state	and county:				

A background check will be conducted as part of an application to provide volunteer services to FWP in compliance with applicable state and federal laws. By signing this agreement, you are giving consent for FWP to conduct a background investigation, as it deems appropriate, to obtain any information pertaining to law enforcement records (including but not limited to, any record of a conviction for criminal or civil offenses). FWP background investigations include, but are not limited to, the following:

- Local & National Criminal background records/information
- 50-State Sex Offender Registries
- Address Trace
- Social Security Number Verification
- Montana Hunting & Fishing Violation Database

If the background investigation reveals any criminal charges, convictions, guilty pleas, bond forfeitures, deferred sentences, or deferred prosecutions, FWP is authorized to deny an application and terminate any relationship at any time. In guiding this process, FWP has adopted the below volunteer screening guidelines. A person <u>shall</u> be disqualified and prohibited from serving as a volunteer, regardless of the amount of time since, if the person has been found to have a conviction, guilty plea, bond forfeiture, deferred sentence, or deferred prosecution for the offense(s) of:

- All sex offenses
- All felony offenses involving violence

A person <u>may</u> be disqualified and prohibited from serving as a volunteer if the person has been found to have a conviction, guilty plea, bond forfeiture, deferred sentence, or deferred prosecution for the offense(s) of:

- Non-violent felonies- All nonviolent felony offenses within the past 10 years.
- Misdemeanors- All misdemeanor violence offenses within the past 5 years.
- Misdemeanor drug or alcohol offenses for:
 - o Multiple offenses in the past 10 years.
 - o Single offenses in the past 5 years in conjunction with other misdemeanor and/or felony convictions during that time.
- Single offense within the past 5 years and the defendant is delinquent in meeting the terms of the sentence. An applicant who has been convicted of not more than one offense may qualify, if he or she has complied with the terms of the sentence. Any other misdemeanor in the past 5 years that would be considered a potential danger to children or is directly related to the functions that volunteers perform.

Consent for Background Investigation

FWP may disqualify a person from serving as a volunteer if the person has been found guilty of certain hunting and/or fishing violations resulting in privilege revocation. FWP will evaluate all other hunting or fishing violations on a case-by-case basis. The applicant will be notified in writing of the outcome of the background investigation and application process.

In signing this application, I, the undersigned, authorize FWP to conduct a background investigation as part of my application and I swear or affirm that all the information in this volunteer application form is true and correct.

Print Name:						
	First		Middle	Last		
Signature:				Dated:	/	/
Social Security #_		DOB:				

EQUAL OPPORTUNITY STATEMENT – TITLE VI, CIVIL RIGHTS ACT: State and Federal laws, Title VI of Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, and Title IX of the Education Amendments of 1972, prohibit discrimination on the basis of race, color, sex, age, religion, national origin, or disability. Anyone believing he or she has been discriminated against (as described above) in any Fish, Wildlife & Parks (FWP) program, activity, or facility may write to FWP Personnel Office, 1420 East Sixth Avenue, PO Box 200701, Helena, MT 59620-0701, or the office of Equal Opportunity, U.S. Department of the Interior, Washington, D.C. 20240.

Send completed application to: Montana Fish, Wildlife & Parks Hunter Education PO Box 200701 Helena, MT 59620

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Revised 06/2017