

HAMILTON TOWNSHIP PUBLIC SCHOOLS  
90 Park Avenue  
Hamilton, NJ 08690

**PARAPROFESSIONAL (VOLUNTEER) APPLICATION**

**All Volunteers-Athletic Coaches, Co-Curricular Advisors/Assistants and Paraprofessional Aide must** complete this application and attach a personal resume to the application and submit all documents to the building principal. The goal of the Volunteers-Athletic Coaches, Co-Curricular Advisors/Assistants and Paraprofessional Aide is to assist each participating student to achieve a high level of skill and appreciation for the values of discipline, character, and an increased level of self-esteem. The Volunteers-Athletic Coaches, Co-Curricular Advisors/Assistants and Paraprofessional Aide cannot have any contact with the student until Board of Education approval and a Criminal History Background review process has been completed.

I understand that this assignment is **not** a paid contracted position for this sport. I agree to exercise prudent judgment and uphold the philosophies and educational principles stipulated by the Hamilton Township Board of Education. I understand that my role as a Volunteers-Athletic Coach, Co-Curricular Advisor/Assistant and Paraprofessional Aide is limited to assisting a certificated contracted or licensed HTSD employee approved by the Board of Education and to work, at all times, directly under that person's guidance and supervision of students while attending practices, activities, events or games. Volunteers-Athletic Coaches, Co-Curricular Advisors/Assistants and Paraprofessional Aides may **not** directly or solely supervise students in the absence of a Board of Education approved certificated or licensed staff member. Paraprofessionals who are not 21 years old will not be considered.

**DATE:** \_\_\_\_\_

**APPLICATION:**   ☐ **NEW**   ☐ **RENEWAL NO BREAK IN SERVICE**   ☐ **CONTRACTED IN-DISTRICT EMPLOYEE**  
**AT \_\_\_\_\_ School**  
**(Secondary/Middle School/Elementary School)**

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

**ADDRESS:** \_\_\_\_\_ **CITY** \_\_\_\_\_ **ZIP CODE** \_\_\_\_\_

**HOME PHONE:** \_\_\_\_\_ **CELL PHONE:** \_\_\_\_\_

**EMAIL ADDRESS (OPTIONAL):** \_\_\_\_\_

**SCHOOL:** \_\_\_\_\_

**SPORT/ACTIVITY:** \_\_\_\_\_ **SCHOOL YEAR:** \_\_\_\_\_

**SEASON: (CIRCLE ONE)**                      **FALL (Aug.-Nov.)**                      **WINTER (Nov.-Mar.)**                      **SPRING (Mar.-June)**

**Please check the title of the volunteer position to which you want to apply:**

[ ] Athletic Coach                      [ ] Co-Curricular Advisor or Assistant                      [ ] Paraprofessional Aide

**RESUME ATTACHED ?**   ☐ **YES**   OR ☐ **NO** (if no resume, provided related experience)

\_\_\_\_\_  
VOLUNTEER ATHLETIC COACH/CO-CURRICULAR ADVISOR  
ASSISTANT/PARAPROFESSIONAL AIDE

\_\_\_\_\_  
PRINCIPAL SIGNATURE

\_\_\_\_\_  
ATHLETIC DIRECTOR SIGNATURE (for Athletics)

\_\_\_\_\_  
CO-CURRICULAR ADVISOR SIGNATURE (for activities/events)

APPROVED

INITIAL

DIRECTOR OF EDUCATIONAL SERVICES \_\_\_\_\_

☐ HTBOE APPROVED: \_\_\_\_\_

DIRECTOR OF ELEMENTARY EDUCATION \_\_\_\_\_

☐ NOT APPROVED: REASON: \_\_\_\_\_

DIRECTOR OF HUMAN RESOURCES \_\_\_\_\_

Applicant contacted to start Fingerprint process on: \_\_\_\_\_  
As per applicant, Fingerprint appointment with MORPHO TRAK: \_\_\_\_\_  
Human Resources submitted for BOARD APPROVAL \_\_\_\_\_

REVISED MARCH 2012