

Dear Applicant,

First and foremost, we want to thank you for your desire to join the Young Marines family as a Registered Adult Volunteer. We are all dedicated to one thing, “Strengthening the lives of America’s youth.” Without our volunteers, this mission cannot go forward.

Please be sure to provide all requested information on application. Part of the application process is providing three reference letters testifying about your positive character; integrity, team player, and other positive attributes. These reference letters must come from individuals who know you for at least two years, are not relatives and are not a Young Marines Registered Adult Volunteer themselves.

The reference letters must have the following information:

- Printed name, address, phone number and email of the person writing the letter
- Signature of the person writing the letter and their title, if appropriate
- How long they have known you and in what capacity (i.e., employer, co-worker, neighbor, etc.)
- No form letters
- In their own words, they should state that without reservation they would recommend you to be entrusted with the supervision, guidance, and care of youths; your ability to work as a team player, if known, and any other factors regards your character they feel is relevant.

Again, thank you for wanting to be a part of this great youth organization. We look forward to meeting and working with you in the near future.

Semper Fidelis,

Young Marines National Headquarters



## VOLUNTEER ADULT APPLICATION

INSTRUCTIONS: PLEASE PRINT OR TYPE ONLY. FILL IN ALL BLOCKS THAT APPLY, THOSE THAT DO NOT, ENTER "NOT APPLICABLE" OR "N/A".  
ATTACHMENTS REQUIRED ARE MARKED WITH A CHECK. INCOMPLETE OR INCORRECT APPLICATIONS WILL BE RETURNED TO THE UNIT.

PERSONAL INFORMATION										
First Name			Middle Name				Last Name			Gender <input type="checkbox"/> Male <input type="checkbox"/> Female
Maiden Name			Date of Birth (MMDDYYYY) M M D D Y Y Y Y				Email Address			
Social Security Number			Citizenship <input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Legal Resident – Registration Number:				Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed			
Primary Phone <input type="checkbox"/> Home <input type="checkbox"/> Cell			Alternate Phone <input type="checkbox"/> Home <input type="checkbox"/> Cell				State Driver's License Number			
Mailing Address					City		State	Zip		
Occupation/Job Title <i>(Active duty military may skip this section)</i>			Current Employer			No. of Yrs. at Current Job		Work Phone		
Education <input type="checkbox"/> High School Graduate <input type="checkbox"/> Some College, # Yrs: <input type="checkbox"/> College Graduate <input type="checkbox"/> Post Graduate						Please list any degrees:				
Former Young Marine <input type="checkbox"/> Yes <input type="checkbox"/> No		Former Young Marines Unit(s) if applicable			Please list any experience working with youth in other organizations:					
Applicant Khaki Cover Size <input type="checkbox"/> X-Small <input type="checkbox"/> Small <input type="checkbox"/> Medium <input type="checkbox"/> Large <input type="checkbox"/> X-Large			Applicant Black Rigger Belt Size <input type="checkbox"/> 44-inch <input type="checkbox"/> 55-inch		Current Licenses, Certifications, Memberships: (example: EMT, Range Master, VFW, etc.) <input checked="" type="checkbox"/> <b>Please include copy of current certifications and/or licenses.</b>					
Applicant Staff Polo Shirt Size - MALE <input type="checkbox"/> X-Small <input type="checkbox"/> Small <input type="checkbox"/> Medium <input type="checkbox"/> Large <input type="checkbox"/> X-Large <input type="checkbox"/> 2X-Large <input type="checkbox"/> 3X-Large <input type="checkbox"/> 4X-Large			Applicant Staff Polo Shirt Size - FEMALE <input type="checkbox"/> X-Small <input type="checkbox"/> Small <input type="checkbox"/> Medium <input type="checkbox"/> Large <input type="checkbox"/> X-Large <input type="checkbox"/> 2X-Large <input type="checkbox"/> 3X-Large <input type="checkbox"/> 4X-Large							
<b>EMERGENCY CONTACT INFORMATION</b>										
First Name			Last Name			Relationship <input type="checkbox"/> Spouse <input type="checkbox"/> Family <input type="checkbox"/> Friend <input type="checkbox"/> Other:				
Mailing Address					City		State	Zip		
Primary Phone <input type="checkbox"/> Home <input type="checkbox"/> Cell			Alternate Phone <input type="checkbox"/> Home <input type="checkbox"/> Cell			Email Address				
MILITARY SERVICE										
U.S. Armed Forces Service <input type="checkbox"/> YES <input type="checkbox"/> NO		<input checked="" type="checkbox"/> <b>If YES, complete the following: Must include a copy of most recent DD214 Long Form or equivalent showing the condition of discharge. Active Duty and Active Reserve must include Statement of Service from command.</b>								
Branch of Service <input type="checkbox"/> U.S. Marine Corps <input type="checkbox"/> U.S. Navy <input type="checkbox"/> U.S. Army <input type="checkbox"/> U.S. Air Force <input type="checkbox"/> U.S. Coast Guard					Status <input type="checkbox"/> Active <input type="checkbox"/> Reserve <input type="checkbox"/> Inactive Reserve <input type="checkbox"/> Retired <input type="checkbox"/> Veteran			Highest Rank		
MOS		Years of Service	Current Command (active & reserve only)				Date & Type of Discharge (if applicable)			
Military Schools Attended					Military Schools Instructed					
CHARACTER REFERENCES										
<input checked="" type="checkbox"/> <b>Attach 3 Letters of Character Reference</b>										
Each letter <b>MUST</b> contain: • Printed name and contact information to include address, phone number, and email. • Original signature of individual providing the reference. • How long referee has known applicant and in what capacity. • Referee will explain why they feel applicant is qualified to volunteer with the Young Marines. • Referees shall <b>NOT</b> be a relative or current Young Marines Adult Volunteer. • Form letters will <b>NOT</b> be accepted.										
APPOINTMENT & PAYMENT										
<b>To be completed by the Unit Commander</b>										
Unit Commander (Print Name)					Recommend Approval? <input type="checkbox"/> Yes <input type="checkbox"/> No <b>if NO, attach a letter of explanation.</b> <input checked="" type="checkbox"/>			Specific Appointment Type <input type="checkbox"/> UC <input type="checkbox"/> XO <input type="checkbox"/> Adjutant <input type="checkbox"/> Unit Staff <input type="checkbox"/> Paymaster <input type="checkbox"/> Support Staff		
Unit										
\$20 Payment Type from Unit Funds <input type="checkbox"/> Online <input type="checkbox"/> Unit Check <input type="checkbox"/> Debit Card			Name on Card		Card Number			Expiration Date		

**DECLARATIONS**

*Before signing this application form, the applicant must have received, read, accepted and understood the following conditions of membership:*

**Conditions**

I hereby certify that I have received, read, accepted and understood the Young Marines Registered Adult Manual and By Laws. I have also read, accepted and understood the following Adult Volunteer's Obligation and Code of Conduct. I hereby agree to complete the online Registered Adult Manual Test in Young Marines University (YMU) within 60 days of application approval and abide by the youth protection requirements of the Young Marines (Registered Adult Manual Ch.10.4).

**Qualifications**

Adult volunteers registered with the Young Marines National Headquarters are covered by liability insurance provided by the National Headquarters. All adult working directly with Young Marines must be registered and placed on the "active" roster in the database prior to working with Young Marines or Young Marine recruits. All Adult Volunteers, including former Young Marines, are required to submit a completed Volunteer Adult Application package and complete a background check. Applicants for adult membership must meet the following qualifications:

1. Must be at least 18 years of age and possess a high school diploma or equivalent.
2. Meet the necessary moral and physical standards and qualifications for promoting those activities among Young Marines as outlined in Article II of the National By Laws.
3. Agree to abide by the By Laws, Rules and Regulations that govern the Young Marines.
4. Pay all fees and dues as prescribed by the Young Marines Board of Directors and locally observed By Laws.
5. Must agree to background checks and never have been convicted of a felony.
6. Must submit all documentation in accordance with the Registered Adult Manual.

**Young Marines Privacy Policy**

The Young Marines protects the confidentiality of the names and personal information of those who are registered with the organization. No commercial or unauthorized use or transmittal to other entities of the names, addresses, and other confidential information is allowed. Access to this information is strictly limited to authorized headquarters and unit personnel only.

**Adult Volunteer's Obligation**

*I do solemnly swear or affirm to support and abide by the by laws, rules and regulations that govern the Young Marines program. I bear true faith and allegiance to the spirit and fundamental principles of the same. I understand that I am expected to always serve the greater good over my personal interests. I take this obligation freely and without mental reservation to the service for which I am about to enter.*

**Adult Volunteer Code of Conduct**

The Young Marines have a policy that physical force and verbal abuse are prohibited, and defamatory remarks will never be used in the presence of Young Marines and Young Marine Recruits.

**Physical Force:** Physical force is the physical touching, holding or striking of another with any object for the purpose of restraining and/or inflicting pain. Physical force shall never be used to instruct, correct, or discipline Young Marines or Young Marine Recruits. However, a minimum of physical force may be used under these conditions:

- a. To Break up a physical altercation,
- b. To protect others, and
- c. To protect yourself.

**Verbal Abuse:** Verbal abuse is a direct or indirect expression by word of mouth, written communication, body language, or physical gesture from one person to another with expressed purpose to threaten, demean, denigrate, belittle, or harass. The use of profanity is considered a form of verbal abuse and shall never be used in the presence of Young Marines or Young Marine Recruits.

**Defamatory Remarks:** Defamatory remarks are generally offensive and intended to purposely disparage targeted individuals and groups of a racial, religious, social, political, and ethnic nature.

Please place current color photo here.  
Head and Shoulders

*Please do not attach photocopy of  
Driver's License or Military/Government ID*

**Statement:**

*I certify that I have read and understand the Adult Volunteer Code of Conduct and agree to abide by said code. I also understand that it is the policy of this program to have a zero tolerance of any type of abuse of its members.*

*I certify that all the above information is true to the best of my knowledge. I further understand that I may be denied association with the Young Marines program without explanation at any time.*

**Hold Harmless Agreement:**

*I, the undersigned, hereby agree to waive, release, discharge and relinquish any actions or causes of action, whether resulting from injury, property damage, or wrongful death, and further agree to release, indemnify, and hold harmless local units, Young Marines of the Marine Corps League, the U.S. Marine Corps, Department of the Navy, Department of Defense and/or any participating Military/National Guard Base, Station, Installation, Training Center, or Federal, State agency or against any officers, employee or administrator of the same or any agents hired or volunteer acting on behalf or for the Young Marines, Inc. from any and all liability occurring as a result of my participation in the program.*

**APPROVALS**

*This document must be printed for signature. Only original signatures will be accepted.*

**Applicant**

Applicant's Name	Applicant's Signature	Date (MM/DD/YYYY)
------------------	-----------------------	-------------------

**Unit Commander**

**I certify that the applicant listed in this document acknowledged his/her understanding and agreement with the declarations listed above in my presence.**

Unit Commander's Name	Unit Commander's Signature	Date (MM/DD/YYYY)
-----------------------	----------------------------	-------------------

**Young Marines National Headquarters**

National Executive Director or Deputy Director	Director's Signature	Date (MM/DD/YYYY)
--	----------------------	-------------------

**UNIT COMMANDER'S CHECKLIST**

*Young Marines Unit Name*

*Applicant Name*

*This page is to be completed by the Unit Commander or authorized Adult Volunteer*

**YES**

**NO**

Applicant provided their legal name, including middle name, on application.

Date of birth and Social Security Number have been verified.

Applicant provided all necessary contact information to include primary and alternate phone numbers, complete mailing address, and email.

Applicant provided employment and education information.

Applicant provided prior volunteer experience and any applicable licenses, certifications, or memberships.

Cover, Polo Shirt, and Belt Size

Emergency Contact information is provided.

ATTACHMENT: If military service is indicated, appropriate Statement of Service or DD-214 (containing character of service) are attached.

ATTACHMENT: Character References fulfill minimum requirements of:

- Has known applicant for at least one year
- Is not related to the applicant
- Explains how they know the applicant, how long they have known the applicant, why they believe the applicant is qualified to volunteer to work with youth in the Young Marines
- Written by individual providing the reference, not the applicant
- Letter is typed or neatly written and contains the items below:

ATTACHMENT: Letter of Character Reference #1 has a DATE, MAILING ADDRESS, PHONE NUMBER, EMAIL ADDRESS, AND SIGNATURE.

ATTACHMENT: Letter of Character Reference #2 has a DATE, MAILING ADDRESS, PHONE NUMBER, EMAIL ADDRESS, AND SIGNATURE.

ATTACHMENT: Letter of Character Reference #3 has a DATE, MAILING ADDRESS, PHONE NUMBER, EMAIL ADDRESS, AND SIGNATURE.

Unit Commander has reviewed the Declarations page with the applicant.

Appointment & Payment section has been completed.

There is a current color photo (head and shoulders) of the applicant attached to page two of the application.

**THIS PAGE MUST ACCOMPANY THE VOLUNTEER ADULT APPLICATION TO  
YOUNG MARINES NATIONAL HEADQUARTERS.**