



Young Marines National Headquarters
P.O. Box 70735 SW Station
Washington, DC 20024-0735

www.YoungMarines.com

Dear Applicant,

Welcome aboard!

On behalf of the thousands of Young Marines and registered adult volunteers, I would like to welcome you to the Young Marine family.

Since our early beginnings, all we have tried to do is to provide a structured and disciplined environment for those youngsters who will eventually make up the nucleus of your organization. Our approach is a tried method that has been so successful that other countries have adopted our mission, goals and objectives, and guiding principles. And we do it the old fashion way, with firmness, fairness, dignity, and compassion.

Our Young Marines have become so engaged in the activities of their communities that the communities have come to expect that they can count on their Young Marines wherever and whenever they need help. Similarly, we are there to lend encouragement and support to that element of our society that is most vulnerable, our youth. You will likely make a lasting impact on the lives of those Young Marines that you have the chance to lead and mentor.

The National Headquarters staff is at your disposal lend any and all assistance that we can to make your job just a little bit easier. We will offer periodic training opportunities in your area and, once a year host the Adult Leaders Conference. This conference is designed to get our volunteers together for an open exchange of ideas. In addition, we have available to you on our web site at www.youngmarines.com our Registered Adult Manual and our Training Officers Guide, and a periodic Staff Gram.

The rewards will be numerous and will likely be reflected in the eyes of those with whom you have had a positive impact.

Thank you in advance for your interest and time in helping to "Strengthen the lives of America's Youth."

Semper Fidelis

*Michael B. Kessler
National Director*



Things to keep in mind when filling out your volunteer registered adult application:

- All fields must be complete
- You will need to show your drivers license or appropriate documentation when asked.
- Criminal background check will be conducted at the national headquarters office.
- All fields in red marked with a √ require attachments to be included with application.

Attachments include:

- If active duty, a copy of the Front & Back of military id or statement of service from OIC
- Form DD 214, if prior military, that states type of discharge
- Color photo
- Letter of explanation where appropriate.
- Three letters of reference. Each letter:

Must include date, mailing address and signature.

Must not be written by a relative or by a Registered Adult in the program.

Must be written by someone whom has known you for at least one year.

Must not be a form letter.

Must be dated within six months of date on application.

- References will be checked.





Young Marines of the Marine Corps League Volunteer Registered Adult Application

All parts of this form must be completed. Please use capital letters. Attachments required are marked with a check. The application will not be accepted if the required attachments are not attached.

About You

First Name _____ Middle Name _____

Last Name _____ Maiden Name _____

Date of Birth _____

Social Security Number _____

Single Married Divorced Widowed

Number of children _____

Home phone _____

Work Phone _____

Cell Phone _____

Drivers License number _____

Email Address _____

Current Address _____

Current Employer _____

Phone _____

Military Service

Military Service (If yes, complete the following) Attach copy of DD Form 214 or equivalent.

Yes No

Branch of Service _____ Enlistment Date _____

M O S _____ Highest Rank _____

Military Schools Attended: _____

Did you instruct? Yes No

Courses: _____

Civilian Schools/Courses/Youth Activities

List all schools, courses and youth activities.

If currently employed by the US Military, attach front and back of military ID or a statement of service from your OIC.

References

Attach a character letter of reference from each reference below. The names listed below should not be a relative or a Registered Adult in the program. Form letters will not be accepted.

Reference 1 name, address and phone

Name
Address
Phone

Reference 2 name, address and phone

Name
Address
Phone

Reference 3 name, address and phone

Name
Address
Phone

Photo

Attach current color photo.

Attach photo here. Photo should fit in this box.

Additional Information

Answer the following questions.

Do you use illegal Drugs?

Yes No

Have you ever been convicted of a crime?

Yes No

Have you ever been charged with child abuse/neglect?

Yes No

Has your driver's license ever been revoked?

Yes No

Is there any fact or circumstance involving you or your background that would call into question your being entrusted with the supervision, guidance and care of young people?

Yes No

If you answered "Yes" to any of the questions above, attach a letter of explanation.

Appointment Type

To be completed by the Unit Commander

Unit Name (Print Name)

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Unit Commander (Print Name)

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I have completed the Telephone Reference Confirmation & Check List Form

A VRA member of my unit has completed the Telephone Reference Confirmation & Checklist Form.

Recommend Approval?

Yes No (If no, attach explanation)

Specific appointment type.

UC Adjutant Unit Staff

XO Paymaster Support Staff

Applicant T-Shirt Size

S M L XL XXL

Applicant Cover Size

S M L XL XXL

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 never:

- Been convicted of a felony;
- Received a discharge from the Armed Forces of the United States of America under conditions other than Honorable;
- Been a member of an organization listed as subversive by the U.S. Attorney General's office;
- Been adjudged insane; and
- Been convicted of child abuse or similar offense.

Background Check

I hereby consent to the National Director of the Young Marines or his agent, to verify the information provided through a National Crime Index check or any available records.

Registered Adult'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, so help me God.

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

Statement: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.

Signatures and Date

Applicant

Unit Commander

Executive Director

Name

Name

Name Michael B. Kessler

Signature

Signature

Signature

Date

Date

Date

Attachments:

3 letters of reference

DD214

Copy Military ID

Letter of Explanation

Check for \$20.00

Registered Adult 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 three 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 the 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, gender, religious, social, political, and ethnic nature.

Hazing. Hazing is defined as any conduct whereby a member, regardless of position or rank, causes another member, regardless of position or rank, to suffer or be exposed to an activity that is cruel, abusive, humiliating, or oppressive. IPT (Incentive Physical Fitness) is considered hazing and is prohibited in the Young Marines program. Verbally berating a Young Marine, Young Marine Recruit or Registered Adult is considered hazing and will not be tolerated.

This form is to be completed by the unit commander or a volunteer registered adult.

Telephone Reference Confirmation

Applicant's Name _____ Caller Name _____

"Hello, my name is *(your name)* and I am the *(title)* with *(unit name)* Young Marines. I am calling in reference to *(applicant)*, who has given your name as a reference to verify his/her character and abilities to work with the Young Marines program. This call will be kept confidential and will only be used to determine if *(applicant)* has the abilities that are appropriate to work as a volunteer in our program. If you have the time, I would like to ask you a few questions that will help me to determine if *(applicant)* would be successful in our organization.

	Reference #1	Reference #2	Reference #3
Date			
Phone Number Called			
Name/Title of reference			
1. How long have you known the applicant?			
2. In what capacity			
3. Did you find the applicant reliable?			
4. This applicant will be working directly with children. Do you feel this is an appropriate position?			
5. Is he/she eligible for rehire with you?			
6. Is there any other information that you would like to share that will aid us in assessing the applicant's capabilities? <i>Additional comments on back.</i>			

Signature of Caller _____

Checklist

To ensure completeness of the adult application, please check the following items before submitting.

- All fields of the application are complete. (Important information needed for background checks includes middle name and maiden name. Please ensure these are included)
- Applicants name, date of birth and license number have been verified by checking drivers license.
- Required attachments are legible and photos are clear.
- Copy of DD214 shows type of discharge.
- Reference letters include date, mailing address, phone number and signature.
- Reference letters are not written by relatives or volunteer registered adults with the unit.
- Reference letters are not *form letters*.
- Reference letters have been written by people whom have known the applicant for at least one year.
- Reference letters are dated within 6 months of date on application.
- A check for \$20.00 has been included.