

# UNITED WAY OF SOUTHWEST MINNESOTA APPLICATION FOR FUNDRAISING AND PROJECTS ASSOCIATE

UWSWMN is an equal opportunity employer and is committed to the principle of diversity. Diversity, which enriches our community and its neighborhoods and organizations, is valuing people without regard to race, color, creed, religion, sex, national origin, age, physical disability, mental disability, medical condition, veteran status, gender, gender identity or expression, pregnancy, childbirth, or related medical conditions, or any other basis protected by federal and/or state laws or otherwise protected by UWSWMN policy. Our ability to embrace diversity and make it an integral part of our business will enable us to serve our community more effectively.

(PLEASE TYPE or PRINT)

Date of Application:

First Name	Middle Name	Last Name	
Address	City	State	Zip Code
Cell Phone	Home Phone	Email Address	

Are you currently employed? .....  Yes  No

Are you lawfully eligible to work in the United States? .....  Yes  No  
*Proof of citizenship or immigration status will be required upon employment*

Date available for work \_\_\_\_\_

Are you available to work:     Full-Time             Part-Time             Temporary/Seasonal

Have you been convicted of a criminal offense (felony or misdemeanor)? .....  Yes  No

If yes, state nature of the crime(s), when and where convicted and disposition of the case(s).  
*(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, as well as the surrounding circumstances and the relevance of the offense to the position(s) applied for, may, however, be considered.)*

## EDUCATION

	Name and Address of School	Course of Study	Years/Grade Completed	Did you Graduate?
High School				
College				
Other (Specify)				

## APPLICANT'S STATEMENT

I certify that all information provided on this application is true and complete, and I authorize investigation of all information contained in this application for employment as may be necessary in arriving at an employment decision.

I further authorize you to contact all references, educational institutions, past employers and any other parties listed and hereby release all parties from any legal liability that may result from furnishing information to you.

I understand that if a job offer is extended to me and I accept, the offer will be contingent upon receipt of a satisfactory criminal/background check.

I accept that this application for employment shall be considered active for a period of time not to exceed 90 days, and if I wish to be considered for employment beyond said time period, I must contact UWSWMN to express continued interest.

I hereby understand and acknowledge that, any employment and compensation with UWSWMN is "at will" in that employees can be terminated with or without cause, and with or without notice, at the option of either UWSWMN or the employee, except as otherwise provided by law. Any verbal or written representations to the contrary are invalid and should not be relied on by current or prospective employees. Termination of employment can be either voluntary or involuntary and may be initiated by either the employee or the agency.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Revised 2021.06

### ADDITIONAL INFORMATION

**Include any additional information in your cover letter and/or resume. Resume must include work experience and at least three professional references. To be considered for this position, email this completed application, along with your cover letter, resume and professional references to [careers@unitedwayswmn.org](mailto:careers@unitedwayswmn.org).**

**United Way of Southwest Minnesota**  
PO Box 41  
Marshall, MN 56258  
507-929-2273  
[careers@unitedwayswmn.org](mailto:careers@unitedwayswmn.org)

**United Way  
of Southwest Minnesota**

