



APPLICATION FOR EMPLOYMENT

Children's Museum & Theatre of Maine

250 Thompson's Point Road

Portland, Maine 04102

Position(s) applied for _____ Date of application ___/___/___

Name _____

Last

First

Middle

Address _____

Street

Town / City

State

Zip Code

Telephone # (_____) _____ Other Phone # (_____) _____

Email: _____

Have you ever been employed by or volunteered for the Children's Museum and Theatre of Maine before? Yes No

Type of employment desired: Full-time Part-time Temporary Seasonal Volunteer/Internship

Date available to begin work: _____

EMPLOYMENT HISTORY



Provide the following information for your past four (4) employers, assignments or volunteer activities, starting with the most recent. (Optional if you have provided a resume that reflects this information)

From	To	Employer
Job Title		Address
Immediate Supervisor/Title		Summarize the Nature of Work Performed and Job Responsibilities
From	To	Employer
Job Title		Address
Immediate Supervisor/Title		Summarize the Nature of Work Performed and Job Responsibilities
From	To	Employer
Job Title		Address
Immediate Supervisor/Title		Summarize the Nature of Work Performed and Job Responsibilities
From	To	Employer
Job Title		Address
Immediate Supervisor/Title		Summarize the Nature of Work Performed and Job Responsibilities



EDUCATIONAL BACKGROUND

Name and Location	# Years Completed	Did You Graduate? Yes/No	Course of Study Major & Degree
High School/GED Equivalent			
College			
Trade/Other			

SKILLS AND QUALIFICATIONS

Summarize any training, licenses, languages, certificates and/or skills that you would like to share or that are relevant to the position for which you are applying:

(Optional) Please feel free to list any other information you would like to provide that you would like the museum and/or its representatives to take in consideration with your application:

***Applicants may be asked to provide professional references upon request.

REPRESENTATIONS



I understand that if I am employed, any misrepresentation or material omission made by me on this application will be grounds for cancellation of this application or immediate discharge from the employment whenever it is discovered.

If I am hired, I understand that my employment is conditioned upon a successful background check. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no representative of the Children's Museum & Theatre of Maine has the authority to make any assurances to the contrary.

I also understand that if I am hired, I will be required to provide proof of identity and legal work authorization.

I represent and warrant that I have read and fully understand the foregoing and seek employment under these conditions:

Signature of Applicant _____ Date ____/____/____

The Children's Museum and Theatre of Maine does not discriminate in employment and complies with all applicable discrimination laws. We prioritize diversity amongst our team and leadership and strongly encourage people of all traditionally marginalized identities to apply. Applicants will not be discriminated against because of race, color, sex, sexual orientation, gender identity or expression, age, religion, national origin, disability, ancestry, marital status, veteran status, medical condition or any protected category prohibited by local, state, or federal laws.

We are committed to making our facilities and programs accessible and safe for all members of our community, staff, and volunteers. We are actively working to increase the accessibility and usability of our website, building, and educational activities. Supervisors work collaboratively with employees to make accommodations and modifications to accommodate the employee's needs, including physical changes, assistive technologies, accessible communications, and policy enhancements. In doing so, we adhere to the available standards and guidelines and, in many cases, go beyond the guidelines to uphold our philosophy that our staff should have a safe and welcoming work environment where they can learn and grow. For a full description of our facility's accessibility, please visit: www.kitetails.org/accessibility