

# Voluntary EEO Self Identification Form

Edmonds Public Facilities District/Edmonds Center for the Arts is an equal opportunity employer and as required by law, we must record certain information to be made a part of our affirmative action program.

Applicants for employment are invited to participate in the affirmative action program by reporting their status as a minority. In extending this invitation, we advise you that: (a) workers (applicants) are under no obligation to respond but may do so in the future if they choose; (b) responses will remain confidential within the human resource department; and (c) responses will be used only for the necessary information to include in our affirmative action program. We are a company that values diversity. We actively encourage women, minorities, veterans and disabled employees to apply.

Refusal to provide this information will have no bearing on your application and will not subject you to any adverse treatment.

Date: \_\_\_\_\_ Position applying for: \_\_\_\_\_

Name: \_\_\_\_\_

Gender:  Male  Female  I decline to answer

**Race/Ethnicity:** Please check one of the descriptions below corresponding to the ethnic group with which you identify.

- Hispanic or Latino** A person of Cuban, Mexican, Puerto Rican, South or Central America, or other Spanish culture or origin regardless of race.
- White (Not Hispanic or Latino)** A person having origins in any of the original peoples of Europe, the Middle East or North Africa.
- Black or African American (Not Hispanic or Latino)** A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander (not Hispanic or Latino)** A person having origins in any of the peoples of Hawaii, Guam, Samoa or other Pacific Islands.
- Asian (Not Hispanic or Latino)** A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian Subcontinent, including for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.
- American Indian or Alaska Native (Not Hispanic or Latino)** A person having origins in any of the original peoples of North and South America (including Central America) and who maintain tribal affiliation or community attachment.
- Two or More Races (Not Hispanic or Latino)** All persons who identify with more than one of the above five races.
- I decline to answer**

## Voluntary Self-Identification of Veteran Status

Veteran classifications are defined as follows:

**Disabled Veteran-** is one of the following: (a) a veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs; or (b) a person who was discharged or released from active duty because of a service connected disability.

**Recently separated Veteran-** means any veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval or air service.

**Active duty wartime or Campaign badge Veteran-** means a veteran who served on active duty in the U.S. military, ground, naval or air service during a war, or in a campaign or expedition for which a campaign has been authorized under the laws administered by the Department of Defense.

**Armed Forces service medal Veteran-** means a veteran who, while serving on active duty in the U.S. military, ground, naval or air service participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.

Protected veterans may have additional rights under USERRA- the Uniformed Services Employment and Reemployment Rights Act. In particular, if you were absent from employment in order to perform service in the uniformed service, you may be entitled to be reemployed by your employer in the position you would have been obtained with reasonable certainty if not for the absence due to service. For more information, call the U.S. Department of Labor's Veterans Employment and Training Service (VETS), toll-free, at 1-866-4-USA-DOL.

- I identify as one or more of the classifications of protected veteran listed above.
- I am not a protected veteran.
- I decline to answer.

*Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment. The information provided will only be used ways that are not inconsistent with the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended.*

## Voluntary Self-Identification of Disability

Why are you being asked to complete this?

Because we do business with the government, we must reach out, hire, and provide equal opportunity to qualified persons with disabilities as defined under section 503 of the Rehabilitation Act of 1973, as amended. To help us measure how well we are doing, we are asking you to tell us if you have a disability or have ever had a disability.

Completing this is voluntary, but we hope you will choose to fill it out. Any answer you provide will be kept private and will not be used against you in any way.

How do I know if I have a disability?

You are considered to have a disability if you have a physical or mental impairment or medical condition that substantially limits a major life activity, or if you have a history or record of such an impairment or medical condition.

Disabilities include, but are not limited to:

-Blindness	-Autism	-Bipolar disorder	-Post-traumatic stress disorder (PTSD)	-Obsessive compulsive disorder
-Deafness	-Cerebral palsy	-Major depression	-Multiple sclerosis (MS)	-Impairments requiring the use of a wheelchair
-Cancer	-HIV/AIDS	-Schizophrenia	-Diabetes	
-Epilepsy	-Muscular dystrophy	-Missing limbs or partially missing limbs	-Intellectual disability (previously called mental retardation)	

Please check one of the following:

- Yes, I have a disability (or previously had a disability)
- No, I do not have a disability
- I decline to answer

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### Reasonable Accommodation Notice

Federal law requires employers to provide reasonable accommodation to qualified individuals with disabilities. Please tell us if you require a reasonable accommodation to apply for a job or to perform your job. Examples of reasonable accommodation include making a change to the application process or work procedures, providing documents in an alternate format, using a sign language interpreter or using specialized equipment.

Please return by emailing with your application package to [careers@ec4arts.org](mailto:careers@ec4arts.org)