

# CHILDREN'S AND YOUTH MINISTRIES VOLUNTEER APPLICATION

North Shore Congregational Church • Fox Point, Wisconsin • Form in use as of 7/1/03

**INTRODUCTION:** This form has been designed to gather necessary information, enabling the church staff to screen prospective volunteers in compliance with the church's Child Safety and Abuse Prevention Policy. We thank you for your cooperation in this process. Please note that this form pertains to two types of volunteers:

**VOLUNTEER LEADER:** A Church School teacher, confirmation mentor, youth group advisor, or other person who is likely to have regular, week-to-week contact with children or youth.

**VOLUNTEER ASSISTANT:** A classroom assistant, confirmation helper, youth group chaperone, or other person who is likely to have only occasional or infrequent contact with children or youth.

Depending on your volunteer interest(s), various sections of this form may or may not apply to you. If space is insufficient for any of your responses, please continue on a separate sheet, and attach it to this application. Please also note that your responses on this form will be treated as sensitive information, and that the completed form itself will be filed in a secure location with access restricted to very few individuals.

## SECTION 1: TO BE COMPLETED BY ALL PROSPECTIVE VOLUNTEERS

Full name	
Position applied for	
Home street address	
City, state, zip	
Home phone #	
Work phone #	
Cell or other phone #	
Email address(es)	
Date of birth	
Social Security #	
Other address(es) at which you've resided within the last five years	
Volunteer positions involving children/ youth held within the last five years	
Paid positions involving children/ youth held within the last five years	
Any formal training in education and/or child/adolescent development?	
Any formal first aid and/or CPR training? List type(s) and date(s) completed.	
Have you ever been charged with, convicted of, or pled guilty to a crime – misdemeanor or felony? (If yes, please explain circumstances.)	

**SECTION 2: TO BE COMPLETED ONLY BY PROSPECTIVE VOLUNTEER LEADERS**

**WORK HISTORY:** Please list your employer(s) in the last five years, and related information as requested below.

EMPLOYER	POSITION(S) HELD	DATES	SUPERVISOR'S NAME	CONTACT #

Have you been asked to leave or been terminated from a job? (If yes, please explain circumstances.)	
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**REFERENCES:** Please provide two references – individuals who have known you for at least three years, who are not related to you by blood or marriage, and who are not current church staff members.

NAME	ADDRESS	PHONE #	YEARS KNOWN	RELATIONSHIP TO YOU

**SECTION 3: TO BE COMPLETED ONLY BY THOSE WHO WILL BE SERVING AS DRIVERS**

Driver's License # and state	
Do you have auto insurance?	<i>Please circle one:</i> YES      NO
Have you been convicted of a driving offense within the last five years? (If yes, please explain circumstances.)	

**SECTION 4: TO BE COMPLETED BY ALL PROSPECTIVE VOLUNTEERS**

**WAIVER AND CONSENT:** I, \_\_\_\_\_, hereby certify that the information I have provided on this application is true and correct, and that any misrepresentation or omission may be grounds for rejection of my application or for termination, if I am chosen as a volunteer. I authorize North Shore Congregational Church and/or its agents to conduct a personal background check, and/or contact persons, employers, and organizations with which I have been associated. I authorize all persons, entities, courts, law enforcement, and other public agencies to divulge whatever information they may have regarding my character and fitness for the position(s) for which I have applied. I hereby release all persons and agencies authorized herein from all liability and responsibility arising from their actions in providing information in accordance with this application. In the event that my application is accepted and I become engaged by North Shore Congregational Church, I agree to abide by and be bound by the policies of North Shore Congregational Church and to refrain from inappropriate conduct in the performance of my duties on behalf of North Shore Congregational Church. I have read this waiver and the entire application, and I am fully aware of its contents. I sign this consent freely and under no duress or coercion.

Signature of applicant / prospective volunteer

Date