

# VOLUNTEER FORM

## High School Student and Adult Application for Work with Children

This form is to be completed by any applicant for a volunteer position within the Children's or Youth Group Ministry of Darby Creek Community Church involving supervision of children. The form is extensive, but we ask for your help in completing it in its entirety. Your cooperation will assist this ministry in its efforts to provide a secure environment for children who participate in our programs and use our facilities.

Your responses will be maintained confidential, although there may be circumstances where such information may be provided on a "need to know" basis to individuals working with our ministry and to other individuals in order to evaluate your application and / or to comply with applicable legal requirements.

### Personal Data (please print)

Date: \_\_\_\_\_

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

*Last*

*First*

*Middle*

If you have ever used other names, please provide complete name(s) and date in use:

\_\_\_\_\_

Home Phone: (\_\_\_\_)\_\_\_\_ - \_\_\_\_\_

Cell Phone: (\_\_\_\_)\_\_\_\_ - \_\_\_\_\_

Email Address: \_\_\_\_\_

Present Address: \_\_\_\_\_

\_\_\_\_\_

Date of Birth (if you are under 18 years of age): \_\_\_\_\_ Marital Status: \_\_\_\_\_

Do you attend youth group at DCCC? (if you are under 18 years of age) Yes \_\_\_\_\_ No \_\_\_\_\_

### Spiritual History

How long have you attended DCCC? \_\_\_\_\_

Are you a member? Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, did you sign the membership covenant? Yes \_\_\_\_\_ No \_\_\_\_\_

If No, are you planning to attend the membership class? Yes \_\_\_\_\_ No \_\_\_\_\_

Do you regularly attend DCCC (3 or more services a month)? Yes \_\_\_\_\_ No \_\_\_\_\_

In a brief paragraph, please outline your spiritual journey, including when you received Christ as Savior.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Qualification and Availability for Service

Why do you desire to work with children? Include a description of any previous experience working with children.

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Describe any condition that pertains to you that might restrict or prevent you from performing certain activities involved in ministering to children (e.g., lifting toddlers, handling an emergency, driving, participating in certain physical activities).

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Describe any contagious or infectious disease or condition, which you are aware of in your life, that could be transmitted to others in the volunteer work you would be performing for Darby Creek Community Church.

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## Legal Questionnaire

1. Have you ever been convicted of a criminal offense (felony or misdemeanor, except for minor traffic violations)? You will need to answer "Yes" if you have entered into a plea agreement, including a deferred sentence or deferred judgment arrangement, in connection with a criminal charge.  
*Yes      No*

**If you have been convicted of such an offense, please attach a statement or explanation, including nature of the offense, date, law enforcement agency making the charge, and any other relevant information.**

2. Have you ever been arrested for or charged with a sexual offense, offense relating to children, or crime of violence (that is not covered in question 1 above)?  
*Yes      No*

**If you have been arrested for or charged with such an offense, please attach a statement or explanation, including nature of offense charged, date, law enforcement agency making the charge, and any other relevant information.**

3. Have you ever been reported to a social services agency, law enforcement authority, child abuse registry, or similar organization regarding abuse or misconduct involving children?  
*Yes      No*

4. Have you ever been subjected to expulsion, reprimand, or other discipline by a church, denomination, or other religious organization?  
*Yes      No*
5. Have you ever been the subject of a civil lawsuit involving sexual misconduct, sexual harassment, or other immoral behavior or conduct involving adults or children?  
*Yes      No*
6. Have you ever been the subject of a complaint or disciplinary proceeding against a professional license or other license held by you, including but not limited to a license to provide child care or similar services?  
*Yes      No*
7. Have you ever been the subject of any disciplinary action, transfer, or dismissal, or been named as a defendant in a civil or criminal lawsuit, as a result of an accident or mishap involving children?  
*Yes      No*
8. Have you ever been subject to any disciplinary action (including discharge) or investigation by a church, religious or other organization, or by an employer?  
*Yes      No*

**If your answer to any of the questions 3 – 8 is “Yes,” for each positive response, please provide the following information:**

- a) Date and complete description of the circumstances.
- b) Name and address of the church, employer, or other organization involved.
- c) Name and telephone number of a person familiar with the circumstances.

### **Children’s Ministry Safety Policies**

We are thankful for you and your desire to minister to our children. The following policies reflect our commitment to provide protective care of all children, youth and volunteers who participate in church sponsored activities.

1. Adults who have been convicted of either child sexual or physical abuse should not volunteer service in any church sponsored activity or program for children or youth.
2. Adult survivors of childhood sexual or physical abuse need the love and acceptance of their church family. Individuals, who have such a history, should discuss their desire to work with children or youth with the pastoral staff prior to engaging in any volunteer service.
3. All children ministry leaders / captains working with youth or children are required to be members of Darby Creek Community Church.
4. Volunteers should observe the two adult rule. This requires that, whenever possible, volunteers are never alone with children or youth without a screened volunteer.
5. Volunteers should immediately report any behaviors, which seem abusive or inappropriate to their supervisor.

**Applicant's Statement**

The responses I have provided in completing this application form are complete, truthful, and accurate.

I hereby authorize the Church to make inquiries concerning my background in connection with evaluating the information I have provided on this form and in the application process, including a criminal records check if deemed necessary by the Church. I hereby authorize all persons associated with me, including churches, employers, law enforcement, licensing and social services agencies, to release any information contained in their files or records concerning me to the Church and its representatives.

In consideration of the receipt and evaluation of this application form by the Church, I hereby release Darby Creek Community Church and its directors, employees, agents, representatives, and any other person or organization, including record custodians, that may release information concerning me, both collectively and individually, from any and all liability for damages of whatever kind or nature which may at any time result to me, my heirs, or family on account of inquires concerning my background and any disclosures of information concerning me to the Darby Creek Community Church. I waive any right that I may have to inspect any information provided about me by any person or organization identified by me in this application.

**I HAVE CAREFULLY READ THE FOREGOING RELEASE AND KNOW THE CONTENTS OF IT, AND I SIGN THIS RELEASE AS MY OWN FREE AND VOLUNTARY ACT.**

I understand that my service with the Darby Creek Community Church shall be volunteer service. In addition, my volunteer services shall be at-will, and the church shall be entitled to terminate my services at any time, with or without cause or advance notice. I understand and agree that I am not an employee of the church, and that I have no expectation of future employment. As a volunteer, I have no entitlement to or expectation of compensation, health insurance or other employee benefits, or unemployment or worker's compensation insurance benefits.

I affirm that I agree with and will support Darby Creek Community Church's Statement of Faith (see attachment). I will comply with all policies and procedures of Darby Creek Community Church, including but not limited to the Children's Safety Policies listed in this form. If at any time I find that, for any reason, I am unable to support the policies, procedures, or doctrine of Darby Creek Community Church, I will resign my volunteer position. I understand and agree that failure by me to abide by such policies and procedures may result in my immediate dismissal or disciplinary action, all in the discretion of the church. I will report any known or suspected child abuse or other violation of policy to the Children's or Youth Ministry leader, pastor, an elder, or member of the church staff.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Applicant's Name (please print):** \_\_\_\_\_

**If volunteer is under 18:**

**Parent / Guardian - By signing below, you are acknowledging that you have gone over this form with your son / daughter and you approve of their participation in this ministry.**

\_\_\_\_\_  
Parent's / Guardian's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

