

VOLUNTEER/EMPLOYEE APPLICATION
FOR WORKING WITH CHILDREN & YOUTH

Bethany Presbyterian Church ~ 100 W. Venango St. ~ Mercer, PA 16137

CONTACT INFORMATION:

Name: _____
First Middle Last

Current Address: _____
Street City State Zip Code

Phone(s): _____
Home Mobile Work

I can accept calls at work. Yes No I can accept messages at work. Yes No

E-mail address: _____
Personal Work

Facebook: Yes No Birthdate: _____
Month/Year

EDUCATION/EXPERIENCE:

Grade/Year: _____ School/College: _____

Educational certifications or degrees earned: _____

Occupation: _____ Employer: _____

Previous Work Experience: Please list for the past five years. Include job title, name of employer, and dates worked. _____

Previous Volunteer Experience: Please list any volunteer positions you have held, name and location of organization, and dates of your volunteer service. _____

Highest academic level achieved or degree earned: _____

Special interests, hobbies, and skills: _____

Do you have special training/certification?

First Aid Training: Yes No

Date Completed: _____

CPR Training: Yes No

Date Completed: _____

Babysitter Training: Yes No

Date Completed: _____

CDL Training: Yes No

Date Completed: _____

VOLUNTEER INFORMATION:

Why would you like to work with children and/or youth? _____

What qualities do you have that would help your work with children and/or youth? _____

Can you make a one session or year commitment for each position? Yes No

Would you be available for periodic volunteer training sessions? Yes No

Will you need transportation to volunteer? Yes No

If you drive, do you plan to use your vehicle for volunteer purposes? Yes No

Do you have auto liability insurance? Yes No Carrier Name: _____

Have you ever been convicted of, or pled guilty, to a crime, either a misdemeanor or a felony (including, but not limited to alcohol, drug, child abuse, child neglect, theft, or assault)?

Yes No

If yes, please explain: _____

Have you ever been investigated as the accused in an allegation of physical, sexual, emotional, neglect, or failure to act? Yes No

If yes, please explain: _____

REFERENCES:

Please list three references (not related to you by blood or marriage) and provide contact information for each. References are confidential. References maybe contacted.

Name: _____

Address: _____

Phone: _____ E-mail: _____

Relationship to Reference: _____

Name: _____

Address: _____

Phone: _____ E-mail: _____

Relationship to Reference: _____

Name: _____

Address: _____

Phone: _____ E-mail: _____

Relationship to Reference: _____

VOLUNTEER/EMPLOYEE PARTICIPATION COVENANT

The congregation of Bethany Presbyterian Church is committed to providing a safe and secure environment for all children and workers who participate in t ministries and activities sponsored by the church.

Our Child Protection Policy reflect our congregation’s commitment to preserving this church as a place of safety and protection for all who enter, and as a place in which all people can experience the love of God through Scripture and relationships with others.

I understand that as a volunteer/employee, I will not be able to work with children or youth in a church sponsored activity if I am convicted of child abuse. If I am ever convicted in the future, I will immediately notify the senior pastor of Bethany Church. _____ (initial)

I agree to provide original copies of my criminal records and child abuse clearances as required for employment/volunteering as required by law. _____ (initial)

I have personally filled out this application, read this covenant, and attended the initial Child Protection Training. _____ (initial)

I agree to observe and abide by all church policies regarding child protection in ministries with children and youth. _____ (initial)

I understand that everyone in ministries with children and/or youth shall observe the “open door/open window in door” or the “two adult” rule, so that no adult is alone with children or youth. _____ (initial)

I understand that I will be required as a worker with children and/or youth to attend orientation training and updated training to keep me informed of church policies and state laws regarding child protection. _____ (initial)

I understand that I will be required to immediately report to Child Line any allegations or suspicions behavior during your duties as volunteer. I will also immediately report allegations to the ministry coordinator, senior pastor, or elder of the Personnel Committee. _____ (initial)

I, _____ (full name), hereby certify that the information I have provided on this application for volunteer is true and correct to the best of my knowledge. I authorize Bethany Church to verify the information, if they choose, by contacting the references, employers, schools, or organizations. I authorize the references, employers, schools, and organizations listed in this application to give Bethany Church, whatever information they may need regarding my character and fitness for the job which I have applied.

Signature of Applicant

Date

Signature of Witness

Date

**AFFIRMATION OF CONTINUOUS RESIDENCE IN PENNSYLVANIA
FOR VOLUNTEERS IN LIEU OF FBI FINGERPRINT CLEARANCE**

I, _____ (insert name), swear or affirm that I have been a continuous resident of Pennsylvania for the 10 years preceding _____ (today's date).

I have provided the results of a Pennsylvania State Police Background Check and a Pennsylvania Child Abuse History Clearance to the Clerk of Session of Bethany Presbyterian Church.

I swear or affirm that I am not disqualified from service under 23 Pa. C.S. § 6344.2 in that no cause exists under 23 Pa. C.S. § 6344(c) for denying my participation as a volunteer with Bethany Presbyterian Church, Mercer, PA.

Specifically, I swear or affirm that:

- I have not been named in the Statewide database as the perpetrator of a founded report committed within the five-year period immediately preceding the date on my Pennsylvania Child Abuse History Clearance referenced above.
- I have not been convicted of any of the following offenses under Pennsylvania Title 18 (relating to crimes and offense) or an equivalent crime under Federal law or the law of another state:

Chapter 25 (relating to criminal homicide).

Section 2702 (relating to aggravated assault).

Section 2709.1 (relating to stalking).

Section 2901 (relating to kidnapping).

Section 2902 (relating to unlawful restraint).

Section 3121 (relating to rape).

Section 3122.1 (relating to statutory sexual assault).

Section 3123 (relating to involuntary deviate sexual intercourse).

Section 3124.1 (relating to sexual assault).

Section 3125 (relating to aggravated indecent assault).

Section 3126 (relating to indecent assault).

Section 3127 (relating to indecent exposure).

Section 4302 (relating to incest).

Section 4303 (relating to concealing death of child).

Section 4304 (relating to endangering welfare of children).

Section 4305 (relating to dealing in infant children).

A felony offense under section 5902(b) (relating to prostitution and related offenses).

Section 5903(c) or (d) (relating to obscene and other sexual materials and performances).

Section 6301 (relating to corruption of minors).

Section 6312 (relating to sexual abuse of children).

The attempt, solicitation or conspiracy to commit any of the offenses set forth above.

- I swear that I have not been convicted of a felony offense under the act of April 14, 1972 (P.L. 233, No. 64), known as The Controlled Substance, Drug, Device and Cosmetic Act, committed within the five-year period immediately preceding the date on my Pennsylvania State Police Background Check, referenced above.

I agree that I must inform the Personnel Committee of Bethany Presbyterian Church of any change in the above circumstances within 24 hours of such change occurring.

This document must be signed in the presence of a Notary Public.

_____ Signature

_____ Print Name

Commonwealth of Pennsylvania)

)SS:

County of _____)

On this, the _____ day of _____, 20____, before me a notary public, the undersigned officer, personally appeared _____, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that he executed the same for the purposes therein contained, and swore that the statements contained in this instrument are true to the best of his/her knowledge and belief.

In witness hereof, I hereunto set my hand and official seal.

Notary Public

REFERENCE FORM FOR WORKING WITH CHILDREN & YOUTH

Bethany Presbyterian Church ~ 100 W. Venango Street ~ Mercer, PA 16137

Applicant Name: _____

Reference Information:

Name: _____

Address: _____

Telephone: _____

E-mail: _____

What is your relationship to the applicant? _____

How long have you known the applicant? _____

How would you describe the applicant's ability to children and/or youth? _____

How would you describe the applicant's ability to relate to adults? _____

How would you describe the applicant's leadership abilities? _____

Do you know any characteristics that would negatively affect the applicant's abilities to work with children and/or youth? Yes No

If yes, please describe. _____

Do you have any knowledge that the applicant has ever been alleged, convicted of, or pled guilty to a crime, either a misdemeanor or a felony (including but not limited to alcohol, drug, child abuse, child neglect, theft, or assault)? Yes No

If yes, please describe. _____

Are there any other comments you would like to make? _____

Reference inquiry completed by: _____

Signature

Date