

**Riverside Presbyterian Church Wonderfully Made
Volunteer Application**

Please send completed form to: wonderfullymade@riversidearp.org

Date: _____

Contact Information

Full Legal Name: _____

Date of Birth: _____ Male Female

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____

Emergency Contact

Name: _____ Relation: _____

Home Phone: _____ Cell Phone: _____

Personal Information

Do you have a disability? Yes No If yes, disability: _____

Are you employed? Yes No Position/Employer: _____

Religious Affiliation: _____

Church you attend (if applicable): _____

Please check all that apply:

Currently CPR Certified Agency/Expires (none required): _____

Previous Riverside Wonderfully Made volunteer

Previous Riverside Church Volunteer When/Where: _____

My experience with children with special needs includes (none required):

Agreement

Have you ever been convicted of a crime involving children and/or youth?

Yes No

Have you ever been convicted of child abuse, sexual abuse, or sexual harassment?

Yes No

Have you ever been arrested or accused of child abuse, sexual abuse, or sexual harassment?

Yes No

I hereby confirm that all the information above is true and correct.

I give my consent that photographs, interviews, and audio/video recordings during the respite event may be used by the host church for training, promotion, and fundraising.

I have read the above statement and agree to the terms designated.

I would like to receive information about future events held by Riverside's Wonderfully Made Ministry.

Volunteer Signature

Date

Return this application:

----- CHURCH USE ONLY -----

Received by: _____ Date: _____

Safe Place to Worship Training Completed Date: _____

Comments:

SAFE PLACE TO WORSHIP PROGRAM

GENERAL OVERVIEW OF THE PROGRAM

At Riverside Church, it is our desire to promote a safe and fulfilling worship experience. Sadly, with sexual molestation and abuse on the rise within our country, we felt the necessity to outline our church's guidelines for protecting our children from any incident occurring now or in the future. While these guidelines are not exhaustive and will change in the future, it is our expectation that all staff, members and volunteers understand these guidelines and follow them as they work and act on behalf of this ministry.

PROGRAM GUIDELINES

Background Reviews

Nursery Staff members will have a thorough criminal background review conducted on them. The review will consist of federal, state and local criminal records. Our employment application provides the permission for this review. Background reviews will also include employment history and personal reference checks.

Waiting Period

All volunteers desiring to work with our children's and youth ministries must be a regular attendee of the church for no less than 4 months before they are allowed to work in these ministry areas.

Training

At least once per year, all volunteers within the children and youth ministries will attend a training workshop to review this program and reporting requirements.

Buddy System

Every volunteer and staff member is to employ the buddy system when working with children and youth. When dealing with children and youth, staff and volunteers are not permitted to work alone with a child for a prolonged period of time. There will be no less than 2 adults in every child's classroom, and whenever possible, the adults will be of opposite sex.

Job Descriptions

Written job descriptions will be provided for every staff position. Whenever possible, volunteer guidelines will be written and communicated for those non-staff individuals involved in the children and youth ministries.

Reporting

All incidents and allegations of sexual abuse and molestation will be promptly reported to the Session of Riverside Church and the appropriate law enforcement agency.

Allegation Response Plan

In conjunction with these guidelines, an allegation response plan will be created which will address the following items:

- Understanding what sexual abuse and molestation is as defined by state mandatory reporting law for child abuse.
- Documenting the allegation.
- Reporting procedures.
- Offering professional assistance when needed (e.g., attorney services, victim support services, etc.)
- Responding to the alleged perpetrator, congregation and media.