

DIOCESE OF RALEIGH

Application for Volunteer Service

Volunteers – consult with your supervisor as to which sections to complete

Part A – remote or occasional volunteers / Parts A & B – supervised volunteers

Part A

Name: _____

Address: _____

City: _____ State _____ Zip _____

Day Phone: _____ Evening Phone _____

Cell Phone: _____ E-mail Address _____

Emergency Contact _____ phone _____

Work Location: _____

Has a civil lawsuit or employment complaint ever been filed against you for child abuse or sexual abuse? _____

If yes, give details: _____

Have you ever been convicted of a crime related to child abuse or sexual abuse? _____

If yes, give details: _____

Have you ever left an assignment or employment or been removed from an assignment or employment for reasons related to allegations of child abuse, physical abuse or sexual abuse? _____

If yes, give details: _____

I understand that in signing this Personal Information Sheet, I affirm that the information I have given is true and correct.

Applicant Signature

Date

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Part B – to be completed along with Part A for all “B”level volunteers

Volunteer Experience – Please list your volunteer experiences with other churches, civic or non-profit organizations (use additional pages if needed).

Organization	Volunteer Duties	Dates of Service	Contact(s)/Supervisor	Phone Number

References - List at least three personal references that could attest to your character and leadership abilities. These people should know that you have applied as a volunteer and that you have named them as a reference.

Name of Reference	Relationship to Volunteer	Address	Phone #	e-mail address
work/civic				
work/civic				
Personal				
Personal				
Other				

Part B continued on next page

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Page 3 - Part B (cont'd)

Declarations

The Diocese of Raleigh appreciates your willingness to share your faith, gifts, and skills. Providing safe and secure programs for our members is of utmost importance to us. The information gathered in this application is designed to help us provide the highest quality Catholic programs for the people of our community. Please read and initial the statements below:

_____ I declare that all statements contained in this application are true and that any misrepresentation or omission is cause for rejection of my application or dismissal from my position.

_____ I will observe and uphold all policies and procedures for the Diocese of Raleigh and for the program in which I am applying, the Code of Conduct for Church Personnel for the Diocese of Raleigh.

_____ I have read the Code of Conduct for Church Personnel for the Diocese of Raleigh.

_____ I understand that the Diocese of Raleigh has a ZERO TOLERANCE FOR ABUSE and takes all allegations of abuse seriously. I further understand that the Diocese of Raleigh cooperates fully with the authorities to investigate all cases of alleged abuse. Abuse of minors or vulnerable adults is grounds for immediate dismissal and possible criminal charges.

_____ I understand I can withdraw from the application process at any time.

_____ I understand and agree that false statements and/or omissions regarding past conduct and/or present situations may be grounds for denial of the application to provide volunteer services.

_____ I hereby authorize the Diocese of Raleigh to conduct a personal and professional background check for the purposes of my application. The Diocese of Raleigh may contact any references, past and current employer, church, youth organizations, agencies where volunteer service has been performed, and any individual or organization which might be relevant to my desired position. I hereby release all of the above stated persons from any and all liability for damages that might occur during the Diocese of Raleigh's contact with the individuals for purposes of employment or volunteer services. I understand and agree that information may be obtained from sources that I provided above and that this information will be held confidentially by the Diocese of Raleigh and not revealed to me. I have also read and understood the above stated information within the release and am signing below of my own free will.

_____ My signature indicates that I have read and understand the above.

Do not sign until you have read and initialed the above statements.

Applicant Signature _____ Date _____