

ST. MARGARET'S CHURCH
APPLICATION

FOR VOLUNTEER SERVICES &
 ALTERNATIVE EMPLOYMENT SCREENING

I. CONTACT INFORMATION

Title (if applicable): Dr. Mr. Mrs. Ms. Rev.

 Last Name First Name Middle Name Suffix

Other Names Previously Used (if applicable) _____

 Present Street Address Social Security Number

 City State Zip Email

 Home Work Mobile Other

Phone _____
 Home Work Mobile Other

Alternate Phone _____

Are you a member of St. Margaret's Church ? Yes No

If yes, for how long? _____

II. AREA OF INTEREST

Nursery Children's Ministries Youth Ministries Day School Other _____

For what position(s) are you applying? _____

What interests you about the position? _____

What has prepared you for the position for which you are currently applying? _____

III. VOLUNTEER/WORK EXPERIENCE

Have you ever applied for or served as a volunteer or employee in any parish, mission, school, or institution within the Diocese of Maryland? Yes No If yes, which location(s)? _____

Please list your volunteer/work experience with church/civic/non-profit organizations.

Attach additional paper if needed.

ORGANIZATION	DUTIES	DATES	CONTACT	PHONE

IV. DIOCESAN POLICY

Have you ever had your volunteer service or employment terminated by any parish, mission or institution? Yes No

Have you ever been terminated from volunteer service or employment due to suspected child abuse? Yes No

Have you ever been accused of physically, sexually or emotionally abusing a child? Yes No

If you answered YES to any of the above questions, please explain. _____

V. EDUCATION

Please list education, training and/or certifications which are relevant to the position for which you are currently applying. _____

VI. REFERENCES

REFERENCE NAME	ADDRESS (City, State, Zip)	DAYTIME PHONE	HOW LONG HAVE YOU KNOWN THIS PERSON?	WHAT IS YOUR RELATIONSHIP WITH THIS PERSON?
Personal* (see explanation below)				
Family Member/ Other Personal				
Employer/Civic				

**If you previously volunteered or worked in the Diocese of Maryland, this reference must be your most recent supervisor.*

VII. ACKNOWLEDGEMENT, RELEASE AND SIGNATURE

- I agree to do my best to prevent abuse and neglect among children and youth involved in church activities and services.
- I agree not to physically, sexually or emotionally abuse or neglect a child or youth.
- I agree to comply with the policies for GENERAL CONDUCT FOR THE PROTECTION OF CHILDREN AND YOUTH defined in the Policies for the Protection of Children and Youth from Abuse.
- I agree to comply with the GUIDELINES FOR APPROPRIATE AFFECTION with children and youth.
- In the event that I observe any inappropriate behaviors or possible policy violations with children or youth, I agree to immediately report my observations.
- I acknowledge my obligation and responsibility to protect children and youth and agree to report known or suspected abuse of children or youth to appropriate church leaders and state authorities in accordance with these policies.
- I understand that the church will not tolerate abuse of children and youth and I agree to comply in spirit and in action with this position.
- To the best of my knowledge, the information contained in this application is complete and accurate. I understand that providing false information is grounds for not hiring me or choosing me for a volunteer position or for my discharge if I have already been hired or chosen.
- I authorize any person or organization, whether or not identified in this application, to provide any information concerning my previous employment, education, credit history, driving record, criminal conviction record, sexual offender registry or other qualifications for my employment or volunteering. I also authorize _____ [Parish] to request and receive such information.
- If hired or chosen, I agree to be bound by St. Margaret's policies and procedures, including but not limited to its POLICIES. I understand that these may be changed, withdrawn, added to or interpreted at any time at St. Margaret's sole discretion and without prior notice to me.
- I also understand that my employment or volunteering may be terminated, or any offer or acceptance of employment or volunteering withdrawn, at any time, with or without cause, and with or without prior notice at the option of St. Margaret's or myself.
- Nothing contained in this application or in any pre-employment or pre-volunteering communication is intended to or creates a contract between myself and St. Margaret's for either employment, volunteering or the providing of any benefit.

I HAVE READ AND UNDERSTAND THE ABOVE PROVISIONS.

Applicant Signature

Parent/Guardian for Applicants under 18

Date(MM-DD-YY)