



Volunteer Children's Worker Application

This form is to be completed in ink by any applicant for a volunteer position within Heritage Baptist Church's children's ministries. We recognize that this form is extensive, but ask for your patience in completing the form in its entirety. Your cooperation will assist church leaders in their efforts to provide a secure environment for you as a volunteer as well as the children, youth, and adults who participate in our ministry program and use our facilities.

PERSONAL INFORMATION

Name (first, middle & last) _____

Date _____

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

Date of Birth _____ Place of Birth _____

Home Phone (_____) _____ - _____ Cell Phone (_____) _____ - _____

Present Address _____

City, State & Zip _____

Marital Status Single Engaged Married Widowed Divorced Maiden Name _____

If you have lived at your current address for less than seven years, please provide information on all addresses during that period.

Previous Address _____ Dates _____

City, State & Zip _____

Previous Address _____ Dates _____

City, State & Zip _____

EMPLOYMENT HISTORY

Present Employer _____ Supervisor _____

City, State & Zip _____

Position _____ Full-time Part-time

Dates _____ Phone (_____) _____ - _____

If you have been employed at this position for less than 2 years, provide information on each job during that period (attach a separate page if needed)

Previous Employer _____ Supervisor _____

City, State & Zip _____

Position _____ Full-time Part-time

Dates _____ Phone (_____) _____ - _____

OFFICE USE ONLY

Membership: Regular Associate Written Application Received Date _____

Waiting Period Starting Date _____

References Checked

Personal Interview with _____ Date _____

Background Check Completed Date _____

What type of ministry do you prefer? Please circle all categories that apply.

<i>Age Level</i>	<i>Services</i>	<i>Ministry Interest</i>	<i>Ministry Program</i>
Nursery (0-2 years)	1st Service	Teaching	Sunday School/Bible Teaching
Early Childhood (2-5 years)	ABF Hour	Teaching Assistant	Children's Church
Elementary (6-11 years)	2nd Service	Administration	Awana
Youth (12-17/18 years)	Sunday evening	Music	Youth Group
College Age	Wednesday	Disabilities Ministries	Outreach
Adult		Arts, Crafts	VBS
		Games, Activities, Drama	Moms Alive

MINISTRY HISTORY

Please list the most recent church you have attended regularly, other than Heritage Baptist Church.

Church Name _____

Address _____

City, State & Zip _____

Phone (_____) _____ - _____ Dates _____

Position/Ministry _____

Ministry Leader/Pastor _____

Date Contacted _____ Contact Method Phone Letter Email Reference Form Other: _____

Person that made contact _____ Did the reference refuse to provide information? Yes No

Summary of contact _____

SPIRITUAL HISTORY

How long have you attended Heritage Baptist Church? _____

Are you a member of this church? Yes No - If no, application cannot be processed

Do you attend regularly? Yes No If yes, which services? _____

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

In a brief paragraph, please describe your relationship with God at this point. What are you doing to continue to grow?

QUALIFICATIONS AND AVAILABILITY FOR SERVICES

Briefly share your motivation for wanting to serve in the ministries of Heritage Baptist Church.

On what date would you be available to begin your ministry? _____

Describe any condition or limitation that might restrict or prevent you from performing certain activities involved in the volunteer position for which you are being considered (i.e. lifting, handling an emergency, driving, participating in certain sports, etc.). _____

Do you have a contagious or infectious disease or condition which could be transmitted to others in the volunteer work you would be performing? Yes No If yes, please explain. _____

PERSONAL REFERENCES (PLEASE PROVIDE INFORMATION FOR TWO INDIVIDUALS WHO ARE NOT RELATED TO YOU)

Name _____

Address _____

City, State & Zip _____

Phone (_____) _____ - _____ Relationship _____

Date Contacted _____ Contact Method Phone Letter Email Reference Form Other: _____

Person that made contact _____ Did the reference refuse to provide information? Yes No

Summary of contact _____

Name _____

Address _____

City, State & Zip _____

Phone (_____) _____ - _____ Relationship _____

Date Contacted _____ Contact Method Phone Letter Email Reference Form Other: _____

Person that made contact _____ Did the reference refuse to provide information? Yes No

Summary of contact _____

LEGAL QUESTIONNAIRE

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

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 yes, please attach a statement or explanation, including nature of offense, date, court where conviction was entered and any other relevant information.
2. Have you ever been convicted of a sexual offense, offense relating to children or crime of violence (that is not covered in question 1 above)? Yes No
If yes, 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
If yes, please explain. _____

4. Have you had any painful experience (personal abuse in any form) that has better equipped you, or may hinder you from a productive ministry? Yes No
If yes, please explain. _____

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
If yes, please explain. _____

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
If yes, please explain. _____

7. Have you ever been the subject of any disciplinary action, transfer or dismissal, or been named as a defendant in a civil lawsuit, as a result of an accident or mishap involving children? Yes No
If yes, please explain. _____

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 yes, please explain. _____

9. Have you ever struggled with drugs, alcohol, pornography or any other addiction; or has anyone ever suggested that you may have a problem with any of the above? Yes No
If yes, please explain. _____

10. Have you ever had any DUI convictions? Yes No
If yes, please explain. _____

11. Do you practice a sexually pure lifestyle as taught in the Scriptures? Yes No

APPLICANT'S STATEMENT

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

- The responses I have provided in completing this application form are complete, truthful and accurate.
- I hereby authorize Heritage Baptist Church (hereunto referred to as "the church") to make periodic 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 agencies, licensing and social services agencies, to release any information contained in their files or records concerning me to the church and its representative.
- In consideration of the receipt and evaluation of this application form by the church, I hereby release the church and their 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 inquiries concerning my background and any disclosures of information concerning me to the 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 understand that my service with the 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. 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 will strictly comply with all policies and procedures of the church including, but not limited to, its Child Protection Policy, which I have read in its entirety. If at any time I find that for any reason I am unable to support the vision, policies, procedures or doctrine of this church/organization, 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 in disciplinary action, all at the discretion of the church. I will report any known or suspected child abuse or other violation of policy to the senior pastor, a member of the church staff, a deacon or the designated authority.
- I have carefully read the foregoing statement and know the contents of it, and I sign this statement as my own free and voluntary act.

ATTENTION - IF YOU HAVE A CURRENT BACKGROUND CHECK, PLEASE ATTACH A COPY WITH THIS APPLICATION.

Applicant's Signature _____

Date _____

Applicant's Name (please print) _____

Applicant's Social Security Number _____ - _____ - _____

PLEASE BE SURE TO HAVE THIS DOCUMENT WITNESSED

Witness' Signature _____

Date _____

Witness' Name (please print) _____