

Diocese of Norwich
Office for Safe Environments
Forms for MINOR Volunteers

Minor Volunteer Name: _____

Parish/School/Institution Name _____

Date: _____

Volunteer Application (3 pages/ sign and date) _____

Proofread Forms for Completeness _____

Incomplete, undated or unsigned forms will be returned to you, thereby delaying processing.

Make Copies for Parish/School/Institution's Records _____

I, _____, have read the brochures entitled "Nine Things Teenagers Can Do to Help Create and Maintain Safe Environments at Church and School" and "Recognizing and Setting Boundaries". Dated _____

PLEASE RETURN THIS CHECKLIST WITH EACH MINOR VOLUNTEER PACKAGE

(MINOR VOLUNTEERS ARE UNDER THE AGE OF 18, or STILL IN HIGH SCHOOL)

REVISED January 2017

Diocese of Norwich Volunteer Application

Parish/School/Institution: _____

Town/City: _____

Position Volunteering For: _____

Applicant

Name: _____
Last First Middle Maiden (*if applicable*)

Address: _____
Street City State Zip Code

How long have you been at your current address? _____ If you have lived outside the State of Connecticut within the past five years, please provide all of the names of the States where you have lived:

Phone: _____ Date of Birth: _____
Home Business Month Day Year

Driver's License #: _____ State Issued: _____
(Optional, unless position involves transporting children)

Diocese of Norwich / Volunteer Application (*continued*)

Volunteer History

Please provide the names and addresses of organizations for whom you have provided volunteer services in the past five years.

| Name | Address | Phone Number |
|------|---------|--------------|
|------|---------|--------------|

| Name | Address | Phone Number |
|------|---------|--------------|
|------|---------|--------------|

| Name | Address | Phone Number |
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| Name | Address | Phone Number |
|------|---------|--------------|
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References

Please give the names of at least three people, other than relatives, who are familiar with your character, skills and volunteer experience, to provide information about you. Be sure to include a complete address and telephone number for each reference.

| Name | Address | Phone Number |
|------|---------|--------------|
|------|---------|--------------|

| Name | Address | Phone Number |
|------|---------|--------------|
|------|---------|--------------|

| Name | Address | Phone Number |
|------|---------|--------------|
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Diocese of Norwich / Volunteer Application (*continued*)

DECLARATIONS

The Diocese of Norwich, as well as the Parishes and Institutions within the Diocese, appreciate 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 each of the statements below. When you have finished reading the statement, please sign the statement in the space provided 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 ministry involvement.
- ____ I hereby authorize the Diocese of Norwich to conduct a background check for the purposes of my volunteer application. The Diocese of Norwich may contact any references, church, youth organizations or agencies where volunteer service has been completed. I hereby release all of the above stated persons from any and all liability for damages that might occur during the Diocese of Norwich's contact with the individuals for purposes of my volunteer services.
- ____ I hereby authorize give permission for the Diocese of Norwich to conduct a criminal background check, convictions records check, and abuse registry check, for the purposes of my volunteer services, both prior to and during my service. If the position for which I am applying will involve transportation services then I also give permission for a driving record check. I authorize investigations of all statements contained in the present application.
- ____ 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 Norwich. I have also read and understood the above stated information within this release and am signing below of my own free will.
- ____ I agree to observe all of the Diocese of Norwich guidelines and policies for the program in which I am applying. I understand that the Diocese of Norwich has *ZERO* tolerance for *ABUSE* and takes all allegations of abuse seriously. I further understand that the Diocese of Norwich cooperates fully with the authorities to investigate all cases of alleged abuse. Allegations of abuse of minors or vulnerable adults are grounds for immediate dismissal and possible criminal charges.
- ____ I agree to abide by the provisions of the Sexual Misconduct Policy, Pastoral Code of Conduct and the Electronic Communications, Internet and Computer Use Policy of the Diocese of Norwich.
- ____ I understand that 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 for denial of my application to provide volunteer services and that refusal to inform the Diocese of Norwich of the contents of a sealed criminal record will result in the automatic denial of this application.
- ____ I agree, subsequent to volunteer service, to self-report all criminal arrests and Child Protective Services investigations.
- ____ My signature indicates that I have read and understand the above.

PLEASE DO NOT SIGN UNTIL YOU HAVE READ AND INITIALED THE ABOVE STATEMENTS.

Applicant Signature: _____

Print Name: _____

Date: _____