

Adult Worker/Volunteer Checklist

- ZUMC Participation Covenant for All Workers/Volunteers Working/Volunteering with Children and Youth
- ZUMC Authorization and Request for Criminal Records Check & Other Confidential Questions
- ZUMC Volunteer Application
- Basic Safe Sanctuary Training

ZUMC Participation Covenant for All Workers/Volunteers Working/Volunteering with Children and Youth

The congregation of Zebulon United Methodist Church is committed to providing a safe and secure environment for all children, youth and worker/volunteers who participate in ministries and activities sponsored by the church. The following policy statements reflect our congregation's commitment to preserving this church as a holy place of safety and protection for all who would enter and as a place in which all people can experience the love of God through relationships with others. Volunteer/Adult Participants from outside the congregation must complete the following forms: Participant Covenant, Criminal Records Check and Volunteer Application. Some accommodations to the "Participant Covenant" items may be made on a case by case basis for those from outside the congregation.

- 1) No adult who has been convicted of child abuse (either sexual, physical, or emotional) should volunteer to work with children or youth in any church-sponsored activity.
- 2) All adult worker/volunteers involved with the children and youth of our church must have been involved in the congregation for at least six months before beginning a volunteer assignment.
- 3) Adult worker/volunteers with children and youth shall observe the two-adult rule at all times so that no children or youth are left alone with one adult.
- 4) Adult worker/volunteers with children and youth shall attend regular training and educational events provided by the church to keep volunteers informed of church policies and state laws regarding child abuse.
- 5) Adult worker/volunteers shall immediately report to the Pastor and Staff Parish Chair any behavior that seems abusive or inappropriate.
- 6) Adult survivors of child abuse need the love and support of our congregation. Any adult survivor who desires to work or volunteer in some capacity with children and youth is encouraged to discuss his/her willingness with the Pastor before accepting an assignment.

Please answer each of the following questions:

- 1) As a worker/volunteer in this congregation, do you agree to observe and abide by all church policies regarding working in ministries with children or youth? Yes No
- 2) As a worker/volunteer in this congregation, do you agree to inform the Pastor of this congregation if you have ever been convicted of child abuse? Yes No
- 3) As a worker/volunteer in this congregation, will you meet the six-month rule before beginning a planned volunteer assignment? Yes No
- 4) As a worker/volunteer in this congregation, do you agree to observe the two-adult rule at all times? Yes No
- 5) As a worker/volunteer in this congregation, have you had Safe Sanctuary training? Yes No
- 6) As a worker/volunteer in this congregation, do you agree to participate in on-going training and education events provided by the church related to your volunteer assignment? Yes No
- 7) As a worker/volunteer in this congregation, do you agree to promptly report abusive or inappropriate behavior to the Pastor or Staff Parish Chair? Yes No
- 9) As a worker/volunteer in this congregation, do you agree to have a background check? Yes No

I have read this **Participation Covenant**, and I agree to observe and abide by the policies set forth above.

Signature of Applicant

Date

Print Full Name

Other Confidential Questions

Have you ever been charged with, convicted of, or pled guilty to any motor vehicle violations)?

No Yes

Have you ever been charged with, convicted of, or pled guilty to a crime, either a misdemeanor or a felony (including but not limited to drug-related charges, child abuse, other crimes of violence, or theft)?

No Yes

If yes, please explain fully: _____

When abuse (past or present) occurs, there are many victims in addition to the one who has been harmed; and all are in need of comfort and healing through ministry.

We encourage you to answer the questions below as a step toward healing.

Have you ever been exposed to an incident of abuse or neglect (as a victim, observer, family member, friend, etc.)?

No Yes

If yes, what emotions do you experience today when you think about that abuse? _____

Would you like somebody to contact you to talk about your experience?

- No
- Pastor
- Sensitive Lay Person

This side of the form will be viewed by the Pastor, Secretary, Staff Parish Chair or Preschool Director (preschool involvement only) unless it is handed directly to the pastor with a request for extra confidentiality. When extra confidentiality has been requested this side of the form will not be viewed by the secretary.

ZUMC Volunteer Application

Name: _____

Address: _____

Daytime phone: _____ Evening phone: _____

Occupation: _____

Employer: _____

Current job responsibilities and schedule: _____

Previous work experience: _____

Previous volunteer experience: _____

Special interests, hobbies, and skills: _____

How many hours per week are you available to volunteer? _____

_____ Days _____ Evenings _____ Weekends

Can you make a one-year commitment to this volunteer role? _____

Do you have your own transportation? _____

Do you have a valid driver's license? _____

Do you have liability insurance? (List policy limits and name of carrier) _____

Why would you like to volunteer as a worker with youth? _____

How were you parented as a child? _____

If you are the parent of teenagers, how do you discipline them? _____

References: Please list three personal references (people who are not related to you by blood or marriage – they may be friends from the church) and provide complete address and phone information for each. References are confidential.

1. Name: _____

Address: _____

Daytime phone: _____

Evening phone: _____

Relationship to reference: _____

2. Name: _____

Address: _____

Daytime phone: _____

Evening phone: _____

Relationship to reference: _____

3. Name: _____

Address: _____

Daytime phone: _____

Evening phone: _____

Relationship to reference: _____

Signature of Applicant

Date