

## Volunteer Enrollment Form

(Based on Archdiocesan Form 4129(a))

*Our Mission: To proclaim the Gospel, serve others, and praise God  
as we grow in faith, knowledge, values, and respect.*

Kindly complete the following information if you would like to volunteer your time and talent in order to provide various opportunities for our students. Thank you!

Date \_\_\_\_\_

Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone (day) \_\_\_\_\_ (evening) \_\_\_\_\_

E-mail address \_\_\_\_\_ Birthdate \_\_\_\_\_

Emergency Contact (name) \_\_\_\_\_ (phone) \_\_\_\_\_

### Skills and Interests:

Educational Background \_\_\_\_\_

Current Occupation and Employer \_\_\_\_\_

Previous Volunteer Experience \_\_\_\_\_

Hobbies, Interests, Skills \_\_\_\_\_

Do you prefer to work with: (check all that apply)

Primary Students  Intermediate Students  Junior High or,  I have no preference

### Availability:

At what times are you most interested in volunteer service. (check all that apply)

Prefer mornings  Prefer afternoons  Prefer evenings  
 I'm quite flexible!  My schedule is tight, but I'm willing if we can work it out!

Do you prefer an ongoing assignment \_\_\_\_\_, or would rather help out as needed \_\_\_\_\_?

Other considerations you have: \_\_\_\_\_

### Safe Environment Education (SEE) Training:

I have completed the training for *Safe Environment Education (SEE)*, formerly known as *Safeguarding All of God's Family* or *VIRTUS*.

I have not completed the training for *Safe Environment Education (SEE)*, but will complete it before participating as a volunteer.

– Over for additional required information –

**References and Background Information:**

This part of the enrollment form is to be completed by everyone who regularly volunteers for any position involving the care, supervision, or instruction of minors. Based on our scriptural belief in the divinely bestowed dignity of all persons, we commit to providing a safe environment for all people using our premises and programs. This form is a critical part of our Church's efforts to provide a safe and secure environment for children and young people in our congregation.

**Please provide the name and phone of two personal references:**

Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

**Have you ever been convicted of, pled guilty or no contest to an offense (including felony, misdemeanor or municipal ordinance) or are you now subject to a pending criminal charge?**

**(please check):** \_\_\_\_\_ yes \_\_\_\_\_ no. **If yes, please explain:** \_\_\_\_\_

---

(Note: Convictions are not an automatic bar to all participation as a volunteer. Each case is considered on its own merit.)

**Please read and sign the following statement:**

**I certify that the information provided by me above is true and complete to the best of my knowledge. I understand that if I am accepted as a volunteer, any false statements or omissions may lead to termination of my duties, and I agree that the parish/school shall not be held liable in any respect if my volunteer assignment is terminated for this reason.**

**If I am working with youth on a regular basis, the parish/school is authorized by me to verify the information stated above by means of criminal records checks. I agree to follow the policies of the parish/school and I pledge to join with the church in its efforts to provide a safe and secure environment for our children and youth.**

**I understand that I am required to attend a Safe Environment Education Session and forward a copy of attendance to the parish/school. I have downloaded the Code of Ethical Standards for Church Leaders and the Mandatory Reporting Responsibilities from the Archdiocesan website or have received a copy of them. I have read these documents, understand their applicability to my volunteer efforts for the parish/school, and I understand my responsibilities.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Thank you for the time you have taken to complete this enrollment form. We appreciate your willingness to pursue volunteer activities in our faith community.*