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STATIK(HS)	___
JV STATIK (MS)	___
DIVE MS	___
KNECT(Elem)	___
Security	___
Nursery/Preschool	___
Youth Tech	___
Children Tech	___
Awana	___
Production	___
Worship	___
Administration	___
Special Events	___

Family Life Ministry **Adult** (age 18 and older) **Volunteer Application**

**Explanation**

This application will be asking some very personal and private questions. It is our intention to find out more about the people that we are entrusting with minors. The information contained in this application will be treated with the utmost of confidentiality and respect. At all times, applications will be stored under a double-locked system (in a locked file cabinet located in a locked office). No one will have access without proper authorization. The questions contained herein are not designed to offend or to pass judgment, but rather create an environment where a person's past will not hinder the ministry in carrying out their mission in a safe, fun and productive way.

**General Information**

Date \_\_\_\_\_ Driver's License # \_\_\_\_\_ State \_\_\_\_\_

Print Full Legal Name \_\_\_\_\_

Print Maiden Name or Any Aliases \_\_\_\_\_

Print Nickname (Bob for Robert, etc.): \_\_\_\_\_

Applicant's Gender  M  F Date of Birth \_\_\_\_\_

Address \_\_\_\_\_

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

Home Phone ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_

May we contact you at work?  Yes  No Work Phone ( ) \_\_\_\_\_

E-mail Address \_\_\_\_\_

Social Security # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ (SSN will be sent to screening company Criminal Investigative Advantage, LLC, for verification purpose only)

Are you: Single Married Separated Divorced Widowed

Spouse's Name: \_\_\_\_\_ How many years married? \_\_\_\_\_

Do you have children?  Yes  No If yes, how many? \_\_\_\_\_

Child's Name: \_\_\_\_\_ Age: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Age: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Age: \_\_\_\_\_

What volunteer position are you applying for? \_\_\_\_\_

Which campus?  Bettendorf  Rock Island  Vida Nueva  Any location

## Background Information

Do you regularly attend weekend worship services at Heritage?  Yes  No Since \_\_\_\_\_

Have you accepted Jesus Christ as your Lord and Savior and are you committed to having the character of Jesus live through you?  Yes  No

Did you come to Heritage after leaving another church? (If yes, church name & explain why)

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What training or experience have you had pertaining to your area of interest?

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I have chosen to work in this ministry because...

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List all of the areas of the church in which you volunteer at Heritage or in another church.

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## Employment History

Present Employer \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Position(s) Held \_\_\_\_\_ Full or Part Time \_\_\_\_\_  
Employment Dates: Starting \_\_\_\_\_ Ending \_\_\_\_\_

*If you have been employed at the above position less than 2 years, provide information below on each job during that period.*

Previous Employer \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Position(s) Held \_\_\_\_\_ Full or Part Time \_\_\_\_\_  
Employment Dates: Starting \_\_\_\_\_ Ending \_\_\_\_\_

Previous Employer \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Position(s) Held \_\_\_\_\_ Full or Part Time \_\_\_\_\_  
Employment Dates: Starting \_\_\_\_\_ Ending \_\_\_\_\_

## Education History

High School \_\_\_\_\_ Year Graduated \_\_\_\_\_  
College/Trade \_\_\_\_\_ Year Graduated \_\_\_\_\_  
Degree Earned \_\_\_\_\_  
Other Education \_\_\_\_\_ Year Graduated \_\_\_\_\_

Identify three favorite ways of spending free time (hobbies, interests, etc.)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Name three of your strengths

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Name three of your weaknesses

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

### Spiritual Journey

Whether we are devoted believers or still in the process of investigation, we all have a spiritual history. Please take a few moments to describe your journey thus far.

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### References

List **three** people you know who meet the following criteria: (**Please** include their phone numbers so we may contact them)

1) Over 18 years old, 2) Not related to you, 3) Has seen you around minors, 4) Has known you for more than one year, and 5) Has a definite knowledge of your character.

#### ONE

Name \_\_\_\_\_ Nature of Association \_\_\_\_\_  
 Occupation \_\_\_\_\_ Length of Time Known \_\_\_\_\_  
 City and State of Residence \_\_\_\_\_  
 Home Phone (    ) \_\_\_\_\_ Work Phone (    ) \_\_\_\_\_

#### TWO

Name \_\_\_\_\_ Nature of Association \_\_\_\_\_  
 Occupation \_\_\_\_\_ Length of Time Known \_\_\_\_\_  
 City and State of Residence \_\_\_\_\_  
 Home Phone (    ) \_\_\_\_\_ Work Phone (    ) \_\_\_\_\_

#### THREE

Name \_\_\_\_\_ Nature of Association \_\_\_\_\_  
 Occupation \_\_\_\_\_ Length of Time Known \_\_\_\_\_  
 City and State of Residence \_\_\_\_\_  
 Home Phone (    ) \_\_\_\_\_ Work Phone (    ) \_\_\_\_\_

## Personal Situations

**If you are a person who must answer affirmatively to any of the personal questions, please be assured that this does not necessarily preclude you from ever serving with youth. Affirmative answers will be discussed more thoroughly during your interview.**

Have you ever been concerned that you may have an addiction to 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 \_\_\_\_\_  
\_\_\_\_\_

Have you ever been arrested, convicted, or pleaded guilty to a crime?

Yes No If yes, please explain \_\_\_\_\_  
\_\_\_\_\_

Have you ever been accused, charged, alleged to have or have you ever committed any act of neglecting, abusing, molesting or battering any child or adult? Or have you had any kind of a relationship with a minor that has brought sexual gratification to yourself?

Yes No If yes, please explain \_\_\_\_\_  
\_\_\_\_\_

Have you ever been treated for a psychiatric disorder?

Yes No If yes, please explain \_\_\_\_\_  
\_\_\_\_\_

Has there been any abuse in your family background with drugs or alcohol or that was emotional, physical, or sexual in nature?

Yes No If yes, please explain \_\_\_\_\_  
\_\_\_\_\_

Is there any circumstance or pattern in your life, which would make it inappropriate for you to serve with minors or would compromise the integrity of Heritage Wesleyan Church?

Yes No If yes, please explain \_\_\_\_\_  
\_\_\_\_\_

## Applicant's Statement

The information contained in this application is correct to the best of my knowledge. I authorize any references listed in this application to give you any information (including opinions) that they may have regarding my character and fitness for volunteer work. I authorize release of the information contained in this application, on a confidential, need to know basis, to any ministry at Heritage Wesleyan Church in which I seek a position (volunteer or compensated). In consideration of the receipt and evaluation of this application by Heritage Wesleyan Church, I hereby release any individual, church, youth organization, charity, reference or any other person or organization, including record custodians, 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 compliance or any attempts to comply, with this authorization. To uphold the confidentiality of the references, I waive any right that I may have to inspect any information provided about me by any person or organization, but I may contact Heritage Wesleyan Church to inquire about information provided about me.

Should my application be accepted, I agree to refrain from unscriptural conduct in the performance of my services on behalf of the Church.

Also, I hereby request and authorize the release of any information which pertains to any record of convictions contained in law enforcement files or in any criminal file maintained on me whether local, state, or national. I hereby release local, state, and national law enforcement agencies from any and all liability resulting from such disclosure.

I further state that **I HAVE CAREFULLY READ THE FOREGOING RELEASE AND KNOW THE CONTENTS THEREOF AND SIGN THIS RELEASE AS MY OWN FREE ACT.** This is a legally binding agreement, which I have read and understand.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

**SPECIAL NOTICE ON BACKGROUND SCREENING**

In an effort to ensure a safe, secure environment at Heritage Church, it is our policy to perform background screenings on ALL potential volunteers. Background checks will be requested for each county you have lived in the past seven years.

Please be sure to sign this release form. In the event of unclear reporting, we may require you to sign a fingerprinting release form to perform a more thorough screening in the event of potential identity theft.

All results of the background checks will remain confidential. If you have any questions regarding this application or background checking, please call the Volunteer Services Coordinator at 309-732-0007.

**The purpose of this form is to notify you that an investigation report will be conducted on you during the course of consideration for this request:**

**Please list your last seven years of residence (Include city and state).**

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**In connection with this request, I hereby authorize all corporations, employers, education institutions, law enforcement agencies, city, state, county, and federal courts, military services and persons to release information they may have about me to the person or company with which this form has been filed or their agent, Clear Investigative Advantage, LLC. This releases the aforesaid parties from any liability and responsibility for collecting any information.**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

After completely filling out the application form, please put it in a sealed envelope and turn it in to the information desk at the Rock Island or Bettendorf campus or mail to:

John Biermann  
Volunteer Services Coordinator  
Heritage Church  
4801 44<sup>th</sup> St.  
Rock Island, IL 61201