



**VOLUNTEER CHURCH WORKER**

**Safe Church Ministry Check for Volunteers over 13 years and under 18 years**

Form to be completed by anyone commencing as a Volunteer who is over 13 years and under the age of 18 years, including people who are not members of the Church, Office Bearers, Team Leaders, Parish Council Members and parishioners who undertake volunteer work within a parish/diocesan organisation.

**Once completed, please send this form to the Diocesan Office for processing.**

**NB:** For Under Age volunteers, the applicant must complete the relevant form and have the approval of their parent/s or Guardian, and speak with the Priest. The volunteer position must have a Duty Statement, and the young volunteer must have an adult in attendance who is responsible and who has completed the relevant Safe Ministry to Children Form and have a Working With Children Check in place, before the young person can volunteer.

The Volunteer worker will be required to maintain Safe Church Standards, participating in training as required.

<b>Personal Information</b>		<b>Date:</b>	
Surname:		Christian Name(s):	
Previous Name (if applicable)		Date of Birth:	
Mailing Address:		Marital Status:	Sex: M / F / Other (Please circle)
Contact Phone:	Email:		
Emergency Contact Details:			

**VOLUNTEER CHURCH WORKER ROLE:**

Name of Centre / Parish you will be working in:
Which role(s) do you expect to be involved in?
Are you a Team Leader?
<b>Please Note: You will not be able to drive a vehicle on church business.</b>



What experience and training have you had that might be relevant to the role(s) you are seeking? If this is the first time you are volunteering and working, please indicate:

*(Please attach any other information that you think is relevant to this application)*

**CONNECTION TO PARISH:**

Do you attend the church services? YES / NO Are you on the Parish Register? YES / NO

If No to either question, go straight to **Background Checks** and Complete.

If Yes, please complete the following section:

Parish:	Church/Centre now attending:	
How long have you attended this church?	Years	Months
Have you been involved in another parish/denomination during the past 5 years?	YES/NO	
If so, please list all previous churches in that period and the roles you were involved in. Attach details		



**A. OTHER INFORMATION**

Have you been convicted or investigated for sexual abuse, assault or any sexual offence of any kind?	YES/NO
Is there anything from your past that would call into question your suitability to work with children or other people with vulnerability?	YES/NO
Has anyone expressed concerns about your behaviour towards a child?	YES/NO
Are there health issues of which we need to be aware that may affect you in this role	YES/NO
<i>If there is something the church should know before you commence a volunteer role in this diocese, you are encouraged to inform the Director Professional standards directly. Details may be placed in a sealed envelope marked 'Private &amp; Confidential' and addressed to: Director of Professional Standards', GPO Box W2067, Perth, WA, 6846. This information will assist the Church manage your involvement in Parish Life.</i>	

**DECLARATION:**

- I confirm the information I have supplied on this form is true and correct.
- I agree a representative of the Church may contact referees mentioned in the application (below) and, in relation to positions with significant responsibility, any previous employer whose knowledge of me may assist the Church to determine my suitability for appointment.
- I agree to release and hold harmless from liability any persons or organisation providing information.
- I agree to hold harmless the Church, officers, employees & volunteers in relation to this application.

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

Witnessed by: Name:  
(*Priest, Warden or nominated 'Responsible Person'.*)

Title:

Date:

Parent / Guardian Signature:  
PRINT NAME:

Date:



## REFEREES

Please list contact details for two referees who may be contacted:

1. Senior Church Leader (A Warden, Parish Councillor, Home Group Leader, not your priest).

Full Name:

Role:

Mailing Address:

Contact Phone:

Email:

2. Parent or Guardian: Full Name:

Mailing Address:

Contact Phone:

Email:

3. Personal: (Someone who knows you well for more than 3 years, other than an immediate family member):

Full Name:

Relationship:

Mailing Address:

Contact Phone:

Email:

## Privacy Statement

Personal Information collected by the Anglican Diocese of Bunbury will only be used for the purposes of determining your suitability as a Church Worker. If you would like to access your personal information you can do this by contacting the Diocesan Secretary on 08 9721 2100.



## CHECKLIST FOR THOSE CONSIDERING UNDER 18 VOLUNTEER APPLICATIONS

1. Check the U18 Volunteer Form is completed.
2. Check references for the Volunteer
3. If the volunteer is working with adults, the leader/s (supervisors) of the Group must have in place:
  - Current Working with Children Check
  - Up to date Safe Church Training Certificate
  - Current Police Clearance
  - Completed a Safe Ministry With Children Form and all References providedCheck this with the Diocesan Office
4. Appropriate supervision must be in place at all times
5. If the Volunteer is attending as part of a School Programme, the School or Community Group must have insurance in place and a Contact Person in emergencies.
6. A clear duty statement be made available to the Young Person
7. Remember no photos without permission
8. Check if there are any allergies, concerns which need to be made known to the Supervisor / Safe Church Contact Person and have Emergency Contact details if required.