

CHILD/YOUTH WORKER APPLICATION FORM

One of the goals of Praise Cathedral is to provide a safe and secure environment for all minors and workers who are involved in church activities. To facilitate this emphasis, it is necessary to gather pertinent information from those who desire employment or offer volunteer services to our children and youth programs. This information will be used for the sole purpose of helping the church provide a safe and secure environment for children and workers.

Name: _____ Date: _____

Date of birth: _____ Social Security number: _____

Have you ever used name(s) other than the one above? If yes, please list:

Current address: _____

Length of residence at current address: _____

Previous address: _____

Current phone number: (Home) _____ (Work) _____

Please respond to all questions that apply to the position you are applying/volunteering for:

Position applying/volunteering for: _____

When are you available to work? _____

Do you have a valid driver's license? _____

Do you have a commercial driver's license? _____ License number: _____ State issued: _____

Current employer: _____ Length of employment: _____

Name of supervisor: _____

Previous employers (within last five years)

Dates employed

Is there any reason you should not work with or around children or youth? _____

Have you ever been the subject of a child abuse investigation? _____

If yes, please provide details: _____

Have you ever been convicted of or pleaded guilty to a criminal offense? _____

If yes, please provide details: _____

Please list your educational background:

Name	Graduate?	Year	Degree/course of study
High School _____	_____	_____	_____
College _____	_____	_____	_____
Other _____	_____	_____	_____

Please provide the following church information:

What, if any, church affiliation do you have? _____

How long have you attended that church? _____ Are you a member? _____

List other churches you have been affiliated with: _____

Have you ever worked with youth or children before? _____ List where: _____

Please explain how you are prepared for the desired position: _____

Please list four references:

Name: _____ Phone: _____

Address: _____ How long have you known this person? _____

Name: _____ Phone: _____

Address: _____ How long have you known this person? _____

Name: _____ Phone: _____

Address: _____ How long have you known this person? _____

Name: _____ Phone: _____

Address: _____ How long have you known this person? _____

I hereby give permission to make a thorough investigation of my past employment, education, and background, and release from liability all persons, companies, or corporations supplying such information. I also release the church from any liability that might result from making such an investigation. I understand that any false statements or implications made by me on this application or other required documentation shall be considered sufficient cause for denial of employment or discharge.

Signature: _____ Date: _____

REQUEST FOR CRIMINAL RECORDS CHECK

I hereby request _____ (agency) to release any information which pertains to any record of convictions contained in its files or in any criminal file maintained on me whether local, state or national. I hereby release the stated agency from any and all liability resulting from such disclosure.

Name (printed): _____

Signature: _____

Maiden name (if applicable): _____

Print any and all aliases: _____

Date of birth: _____ Place of birth: _____

Social Security number: _____ Today's date: _____

Record sent to:

Name: _____

Address: _____

**PARENT/GUARDIAN OF A MINOR
CONSENT AND HOLD HARMLESS FORM**

Name of activity: _____ Date _____

Child's Name: _____

Date of birth: _____ Age: _____ Gender: _____

Address: _____

Phone number(s): _____

I, _____, (printed name of parent/guardian) being the legal parent or guardian of _____ (printed name of minor) have been informed of the above activity sponsored by Praise Cathedral and hereby give my consent for my minor child to participate in this activity.

I understand that all reasonable safety precautions will be taken by the leaders of this activity, and that the possibility of an unforeseen hazard does exist. I further agree not to hold Praise Cathedral, its leaders, employees, and volunteer staff liable for damages, losses, diseases, or injuries incurred by the minor listed on this form.

I also understand that my minor child is to be excluded from the following activities: _____

Signature or parent/guardian: _____ Date signed: _____

PRAISE CATHEDRAL CHURCH OF GOD CHILD PROTECTION POLICY

Preventive Goals

- To provide protective care for our children and youth.
- To maintain proper supervision and training for both compensated and volunteer youth and children's workers.
- To provide every precaution to protect Praise Cathedral Church of God against any liability in regard to child abuse.

Policy Statement

- Persons who have been convicted of or pled guilty to physical and/or sexual abuse of minors, or against whom such charges are pending, will not be allowed to work with children or youth.
- Persons who have been convicted of or pled guilty to other serious crimes against persons (rape, assault, etc.), or against whom such charges are pending. Will not be allowed to work with children or youth.
- Church membership and six months of regular attendance is required before being allowed to work with children or youth.
- Any intentional omission or deletion of information on the "Child/Youth Worker Application Form" will result in automatic suspension from any leadership role in the church.
- Praise Cathedral, its department leaders, pastors or administrators reserve the right to restrict any worker from working with departments or groups within the church.

Screening Procedures

- Church Membership – All volunteers who supervise and disciple minors must be members in good standing prior to volunteer services.
- Unconditional Release Form – All volunteers who provide supervision to minors shall complete an Unconditional Release Application. In the application, persons will be asked to provide personal information and authorize Praise Cathedral to conduct a confidential background investigation.
- Pastoral Interview – After a favorable verification of all references and a completed background check, an interview is scheduled with the appropriate ministry supervisor.

Training

- All compensated workers and volunteers who work with minors will be required to attend annual training sessions regarding child abuse.
- Periodic training sessions will be provided to update workers of any changes regarding Praise Cathedral's policies or state regulations.

Supervision

- Two Adult Rule – A minimum of two adult supervisors should be present during any church activity involving minors. Preferably one of the adults will be a parent of one of the participating youth or children. This rule reduces the risk of abuse and the risk of false allegations.
- Parental Permission – Parental permission is needed for all church sponsored programs or activities involving minors if leaving church property. This is documented with a “Liability Release Form.”
- Suspicious Behavior – Should there be inappropriate conduct or a relationship between an adult worker and a minor, the involved parties should be confronted immediately and reported to the appropriate ministry supervisor. Such incidents will be investigated by the church administration and the church's legal and investigative representatives.

Reporting Procedures

- All suspicious behavior or observed incidents should be reported immediately and directly to the immediate ministry supervisor. Such behavior or incidents should be documented in writing by eyewitness accounts.
- The senior pastor, or his designee, will be the sole spokesperson for the church if the media is involved.

Staff/Volunteer Responsibilities

- Once approved by the church to supervise minors, it is the responsibility of the adult worker him/herself to notify the respective department leader or administration if his/her status changes with regard to criminal activity. This includes being accused even though not convicted.
- The adult worker will be removed from any leadership responsibility until totally cleared by local, state and/or federal authorities.

AGREEMENT AND RELEASE FORM

In signing this form, I acknowledge that I have read and understand Praise Cathedral Church of God's "Child Protection Policy" in its entirety. I understand that the church must provide safety and protection for our minors. I unconditionally agree to hold Praise Cathedral Church of God, its officers, employees or other agents blameless should any accusations be made against me. I understand the church has the responsibility and liability to report any allegation to local, state and federal authorities.

I have given complete and accurate information on the "Child/Youth Worker Application Form" and understand that any false statements or omissions on the application may be considered sufficient cause for rejection of the application or dismissal I already engaged in services for Praise Cathedral Church of God.

I understand the church reserves the right to disallow my services now or in the future. My services may be discontinued by Praise Cathedral Church of God at any time for any reason without advance notice.

I understand that my signature below holds Praise Cathedral Church of God, its officers, employees or other agents harmless for any liability, personal damage or loss to me.

Print Full Name: _____

Signature as Stated Above: _____

Date: _____