



VOLUNTEER APPLICATION FORM

In our desire to maintain the safety and security of our students, all volunteers are required to complete this application. This information will be used to effectively place our volunteers. Thank you in advance for your partnership.

Personal Information

| | | |
|------------|--------------|-------|
| Full Name: | | |
| Address: | | |
| City: | Postal Code: | |
| Email: | | |
| Res: | Bus: | Cell: |

Personal History

Please provide a copy of your resume and/or list any employers with which you have worked in the past 5 years, including name, address and phone of employer, dates of your employment, your position, and a contact person.

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|----|
| 1. |
| 2. |
| 3. |
| 4. |

List your hobbies, interests or skills.

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Do your children attend Peoples Christian Academy? Yes No

If so, please list your child(ren), grade(s), and how long at PCA:

| NAME | GRADE | YEARS AT PCA |
|------|-------|--------------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |

Do you regularly attend church? Yes No

If so, what church do you attend? _____



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HISTORY WORKING WITH CHILDREN

List any gifts, training, education or other qualifications that you believe you have?

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My present and previous are as follows:

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|--------------------------------------|
| Present School/Church/Organization: |
| Dates and Description of Experience: |
| Supervisor: |
| Phone Number: |

| |
|--------------------------------------|
| Previous School/Church/Organization: |
| Dates and Description of Experience: |
| Supervisor: |
| Phone Number: |

Information About your Ability to Work with Children and Youth

In order to provide a safe and secure environment for our children and youth, we believe it is necessary to ask the following questions as part of our application process. All information will be kept in confidence by the school administration and will not be disclosed by the Academy unless required by law. Answering 'yes' to any of the following questions may not necessarily prevent you from volunteering with the Academy. Thank you in advance for your understanding.

- Are there any circumstances involving your lifestyle or history that could call into question your ability to work safely with children or youth in a Christian environment? (eg. use of pornography, use of illegal substances, etc.)
 Yes No If yes, please explain. _____
- Have you ever been convicted or found guilty of a criminal offence for which a pardon has not been granted (Note: this does not include minor traffic violations.)? If yes, please list offence(s) and the date(s) of conviction:
 Yes No

3. Have you ever been expelled from or had your employment terminated by any organization or employer for assault or violence against any person, or for assault, violence or impropriety with children, youth or vulnerable persons (e.g. senior citizens or persons with disabilities)?
 Yes No If yes, please explain. _____

4. Have you ever been investigated by the Child Welfare Agency or any other organization for suspected child abuse?
 Yes No If yes, please explain. _____

5. Have you ever been a defendant or respondent in a civil lawsuit or human rights complaint or other legal proceeding in which you were alleged to have abused or engaged in violence, harassment or other immoral or illegal behaviour or conduct involving children, youth or vulnerable persons?
 Yes No If yes, please explain. _____

6. Do you have any health concerns which could impact your ability to perform the functions of the volunteer position for which you are applying? (Please note that such health concerns may not prevent you from holding the position for which you have applied.)
 Yes No If yes, please explain. _____

7. Do you have any contagious diseases or conditions of which we should be aware, and which we may need to take steps to protect against transmission should you volunteer at the Academy?
 Yes No If yes, please explain. _____

References

Please provide the names of three individuals, excluding relatives, who could provide a reference for you. Include at least one reference from outside the Academy.

| | | |
|-------------------------------------|------|-------|
| Name of Reference: | | |
| Address: | | |
| Res: | Bus: | Cell: |
| Nature of Relationship: | | |
| How long have you know this person: | | |

| | | |
|--------------------|------|-------|
| Name of Reference: | | |
| Address: | | |
| Res: | Bus: | Cell: |
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| | | |
|-------------------------------------|------|-------|
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| Address: | | |
| Res: | Bus: | Cell: |
| Nature of Relationship: | | |
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RELEASE OF INFORMATION AND DECLARATION OF INTENT

I hereby give Peoples Christian Academy permission to contact persons named by me in this application as references and contact persons at my current and former employers to gather information in order for the Academy to decide whether I am suitable for volunteer ministry.

I hereby give Peoples Christian Academy consent to verify the information provided by me in this Volunteer Application Form and to contact the references and current and former employers listed in this application and to obtain and verify any information from them (and any other persons that the Academy determines might be able to provide relevant information) that may be relevant to my application.

I grant my permission for Peoples Christian Academy to perform a police records check on me, and I will sign and return this "Release of Information and Declaration of Intent" for such purpose.

I further grant Peoples Christian Academy permission to perform an internet search on me and to review and consider any information found about me on the Internet.

I understand that if Peoples Christian Academy approves my volunteer application and later determines, in its discretion, at any time that I am not suitable for volunteer service in the Academy or for the volunteer position for which I am applying, Peoples Christian Academy may terminate my volunteer service or volunteer position for any reason without advance notice.

If Peoples Christian Academy approves my application for a volunteer position, I will sign documents that the Academy requires and will at all times cooperate fully with the staff of the Academy in the fulfillment of my duties and will keep all confidential information I encounter in my role as a volunteer, confidential.

If at any time I determine that for any reason I am unable to support or adhere to or follow the policies, procedures or doctrine of the Academy, I will inform the Academy and will resign my volunteer position.

I hereby acknowledge that, to the best of my knowledge, the information contained in this Volunteer Application Form is true and correct.

Applicant's Name *(please print)*

Applicant's Signature

Date

Witness' Name *(please print)*

Witness' Signature

Date

Information received is confidential and is being gathered for the purposes of considering your application for volunteer roles with Peoples Christian Academy.