

The word from Pastor Chris

First let me thank you for your interest in serving at TGIF.

TGIF is a student designed, student led, student driven afterschool club, designed with “at-risk” children in mind. While it is supervised by adult staff, our student workers are the primary driving force. It is an official ministry of Morinville Alliance Church and YXP Youth Ministries and all of our staff and volunteers represent us in the community.

Our goal is to provide children with a safe place for children to belong, an environment supported by Christian values, while at the same time being designed for community members regardless of their religious affiliation.

Let me prepare you...

It is our primary goal to build relationships with children. Every kid should leave excited, loved, and wishing they could stay longer.

We are NOT here to rescue kids from their families, but to be a positive place for kids to go. There will be many different kinds of children there from various backgrounds. They are all important and all need to be cared for.

There are also many different kinds of leaders with different gifts, passions, skills, and abilities. At TGIF we don't all have the same roles. We desire to help you find the best place for you to serve on our team, while providing you with the best preparation and training we have available.

This application process is to both protect the children we work with (and their families) from potential harm, as well as fully know how to best serve our staff. Please don't be alarmed by any of the questions that we have to ask. Please answer every question honestly. This application is confidential and only available to Senior Church leadership personnel. It will be kept on file indefinitely with routine information added to it.

Chris Hewko
Associate Pastor of Youth and Worship

TGIF Leadership Application

All applications (and enclosed information) are considered confidential and are stored securely. This application is not to exclude people from service but to ensure that the utmost care is taken for your safety as well as that of our students.

Date Application Completed: _____

- Please attach a copy of a valid and recent (within the last year) **Criminal record Check** (Available free of charge with the attached letter from any RCMP branch)
- Please attach a copy of a valid and recent (within the last year) **Intervention Record Check** (Available from the Child and Family Services – Provincial Building, Morinville)
- Please attach a recent photo of yourself

Personal Information

Full Name _____ Please Circle: Male or Female

Any alias or previous names (ie: maiden or birth names) _____

Mailing Address _____

Postal Code _____ Date of Birth _____

Home Address (if different) _____

Phone Number (H) _____ (C) _____ (W) _____ May we contact you at work? Y/N

e-mail address _____

Marital Status: _____ Spouse's Name _____

Personal History

Highest Education Received _____ Year Completed _____

Occupation and/or Employer _____

Hobbies, Interests or Skills _____

Do you have first aid or any applicable training: _____

Greatest Personal Strengths _____

Greatest Personal Weaknesses _____

Which areas of TGIF would you like to serve in (Circle): Games / Crafts / Snack / Administration
Planning / Leadership

Weird quirky things you would like to share about yourself _____

Do you attend any Church regularly? Yes _____ No _____ Where: _____

Would you consider yourself a Christian? Yes _____ No _____

TGIF After School Club

Confidential Information For: _____

In order to provide a safe and secure environment for children and youth, we believe it is necessary to include the following questions as part of our application process. The Pastoral Staff will keep all information strictly confidential. (Police may access this information, under warrant, if requested.)

These questions are not designed to prevent you from serving in a ministry capacity, but to help the staff do a more effective job of maintaining safety both for children/youth as well as that of our volunteers. Thank you for your understanding.

1. Are there any circumstances involving your lifestyle or background that would call into question your ability to work with children or youth? (e.g. child pornography, use of illegal substances, etc.) **Yes No**
2. Have you ever been accused of impropriety with children and youth? **Yes No**
3. Have you ever been convicted for the use or sale of illegal drugs? **Yes No**
4. Have you ever been through treatment for alcohol or substance abuse? **Yes No**
5. Have you ever been convicted of a criminal offense (excluding minor traffic violations)? **Yes No**
6. Have you ever been arrested or convicted for any abuse related crimes? **Yes No**
7. Have you ever been investigated by the Child Welfare Agency for suspected child abuse? **Yes No**
8. Have you ever been the subject of a civil lawsuit involving sexual misconduct, sexual harassment or other immoral behaviour or conduct involving children, youth or adults? **Yes No**
9. Have you ever been the subject of any disciplinary action, transfer or dismissal, or been named as a defendant in a civil or criminal lawsuit as a result of an accident or mishap involving children or youth?
Yes No
10. Have you ever been subjected to expulsion, reprimand, or other discipline by a church, denomination or other religious organization? **Yes No**
11. Have you ever been the subject of any disciplinary action (including discharge) or investigation by a church, religious or other organization, or other religious organization? **Yes No**
12. Do you have any health concerns of which we should be aware? (medical, psychiatric, etc.) **Yes No**

If you have answered yes to any of the above questions, please explain.

Signature of Applicant _____ *Date* _____

TGIF After School Club

Personal References

Adult Reference #1 _____ Contact Phone #: _____

Mailing Address: _____

Relationship to Applicant: _____

Adult Reference #2 _____ Contact Phone #: _____

Mailing Address: _____

Relationship to Applicant: _____

Adult Reference #3 _____ Contact Phone #: _____

Mailing Address: _____

Relationship to Applicant: _____

RELEASE OF INFORMATION AND DECLARATION OF INTENT

I hereby give Morinville Alliance Church permission to contact persons named as references to ascertain my suitability for volunteer ministry. I release all such references from liability for any damage that may result from furnishing such evaluations to Morinville Alliance Church.

I will also provide Morinville Alliance Church, and/or allow Morinville Alliance Church to keep a personal criminal record check and child welfare check, for purposes of my protection against any false allegations and for the protection of those I serve. I consent to such an investigation with the understanding that the results will be kept in extreme confidence. I agree to adhere to the protection guidelines as adopted by this Church.

I understand that if my character or morals should be deemed inappropriate and/or criminal at any time during my volunteer service, Morinville Alliance Church will be entitled to terminate my assistance without expressed cause or prior notice regardless of any other oral or written statement by Morinville Alliance Church prior to, at, or following the date of volunteer service.

I understand that Morinville Alliance Church is responsible for the welfare of any person or persons entrusted to my care, and thus I will cooperate fully with the staff in the fulfillment of my duties and will keep all information I encounter, in my role as a volunteer, confidential. If at any time I find that for any reason I am unable to support the policies, procedures or doctrine of Morinville Alliance Church, I will gracefully and quietly resign my volunteer position. If my supervisors find that I am in conflict with any of the policies, procedures or doctrines and we are not able to resolve the issue, I will gracefully and quietly agree to resign my volunteer position.

I hereby acknowledge that the information contained in this application for volunteer ministry is correct to the best of my knowledge.

A copy of this authorization shall be as valid as the original.

Signature of Applicant _____ *Date* _____

TGIF After School Club

For Office Use Only

Name of applicant: _____

2. References Checked q Date _____

3. Criminal Record Check Received q Date _____

4. *Plan to Protect* Training Completed q Date _____

5. Annual Training Date(s)

q Date _____

q Date _____

q Date _____

q Date _____

TGIF Interviews

Name of Reference: _____

Date Reference Call: _____

Questions:

How long have you known the applicant: _____

What are their strengths and weaknesses: _____

In your observation, what type of person are they and how do they relate to others, especially children or youth? _____

Would you describe them as one who follows through with commitments he or she makes? _____

How do they respond to supervision? _____

Is there any conduct you have observed that you would call into question? _____

In your estimation, are there any concerns to their working with children in our after school club? _____

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TGIF After School Club

MORINVILLE ALLIANCE CHURCH

10017-99th Street Morinville, AB T8R 1B Phone: (780) 939-5957 Fax: (780) 939-5970 E-mail: morinvillealliance@shaw.ca



Date: _____

Attn Morinville Child and Family Services:

_____ wishes to work as a children's volunteer in our after school club (TGIF). As part of their application, we have asked them to obtain an *Intervention Record Check* specifically with information pertaining to their desire to work as a volunteer Children's Worker through this ministry of our Church.

Required additional information (such as Date of Birth, Previous Names/Alias, etc):

Thank you for providing this service to us and helping us provide a safe environment for our Children.

Sincerely,

Rev. Chris Hewko
Associate Pastor, Morinville Alliance Church

TGIF After School Club

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