

Notes for New Volunteers:

Thank you for your interest in volunteering at the Church of St. Joseph the Worker. We appreciate your willingness to work with our young people; and your patience and understanding with all of the paperwork. In order to protect our most vulnerable parishioners, as well as our volunteers, we require everyone volunteering for positions involving Youth Ministry and Faith Formation to complete the following forms.

If you participate in more than one ministry at St. Joseph the Worker and have completed this process previously please do not submit these forms again.

You may find it easiest to fill out the forms in the order listed below:

Form 4: Summary of Rights...

Not really a form. This document is for your information; do not return.

Form 3: Tennessee Warning

Outlines the limits of the scope and use of the information disclosed. Advises applicant of their rights.

Form 1: Volunteer Questionnaire and Release

This is the basic questionnaire for all ministries at St. Joseph the Worker.

NOTE: For "Volunteer Position" enter "Faith Formation Driver/Chaperone" (this will cover you for other volunteer opportunities in the future).

Form 2: Informed Consent

This form allows the McDowell Agency to run criminal background check.

Form 5: Consumer Report/Investigative Consumer Report

This is the release for the background check.

NOTE: For the question "May my current employer may be contacted?" mark "N/A" (or "No").

Form 6: Pre-Service Screening and Release for Volunteers

This is the St. Joseph the Worker application and allows SJTW to receive the data from the background check.

NOTE: In section 3 you will need to initial "Credit Report" (for background check) and "Driver's Record" (since you will be driving for Summer Stretch).

Please return Forms 1, 2, 3, 5, and 6 along with the Participant Registration Packet to the Faith Formation Office. If you have any questions about the background check forms or process, contact Mary Jo Dickenson in the parish office.

Form 7: Driver Information Form

*This is form must be filled out every 6 mo. or each time your driving status changes
(Change of insurance, change of vehicle, new driving violations, etc.)*

Volunteer Code of Conduct

Must be filled out by all volunteers annually.