

# ST. LORENZO RUIZ CATHOLIC PARISH COMMUNITY VOLUNTEER APPLICATION FORM

*“For even the Son of Man did not come to be served, but to serve, and to give his life as a ransom for many.” Mark 10:45  
Thank you for sharing your gifts with the St. Lorenzo Ruiz faith community. Welcome Home!*

## **PERSONAL INFORMATION**

Name : \_\_\_\_\_

Address: \_\_\_\_\_

Home Number: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Gender: \_\_\_\_\_ Birthday: \_\_\_\_\_ Are you over 18 years of age:  YES  NO

Are you a registered parishioner?  YES  NO Zone/Envelope Number: \_\_\_\_\_

Current Work/Occupation: \_\_\_\_\_

## **SPECIAL CONSIDERATIONS/EMERGENCY CONTACT**

Do you have any special considerations which would prevent you from performing essential volunteering functions?

YES  NO If “Yes” please explain: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Relationship: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

## **EXPERIENCE/AVAILABILITY**

Languages Spoken: \_\_\_\_\_

Please list yours hours of availability:

Day	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Hours							

Special Skills: \_\_\_\_\_

*Please list previous volunteer experience below:*

\_\_\_\_\_  
Date Volunteered Position Parish

\_\_\_\_\_  
Date Volunteered Position Parish

**REFERENCES**

Please list two personal references below:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Length of relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Length of relationship: \_\_\_\_\_

**ACKNOWLEDGEMENT**

I certify that all the information contained on this application is true and complete, to the best of my knowledge. I understand that my status is as a volunteer only and not as an agent or employee of the parish. A parent signature is required if the volunteer is a minor.

\_\_\_\_\_  
SIGNATURE OF VOLUNTEER APPLICANT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PARENT SIGNATURE (FOR VOLUNTEERS UNDER 18)

\_\_\_\_\_  
DATE

**NOTES**


**OFFICE USE ONLY**

VIRTUS VERIFIED: <input type="checkbox"/> YES <input type="checkbox"/> NO FINGERPRINTING VERIFIED: <input type="checkbox"/> YES <input type="checkbox"/> NO BY: _____
HAS THE GUIDELINES FOR INTERACTING WITH MINORS BEEN SIGNED: <input type="checkbox"/> YES <input type="checkbox"/> NO
HAS THE APPLICANT BEEN INTERVIEWED: <input type="checkbox"/> YES <input type="checkbox"/> NO <b>APPLICATION APPROVED:</b> <input type="checkbox"/> YES <input type="checkbox"/> NO
DATE OF INTERVIEW: _____ BY: _____
HAS A COPY OF THE APPLICATION BEEN GIVEN TO FR TONY: <input type="checkbox"/> YES <input type="checkbox"/> NO
HAS THE APPLICATION BEEN ENTERED IN THE VOLUNTEER DATABASE: <input type="checkbox"/> YES <input type="checkbox"/> NO

# ST. LORENZO RUIZ CATHOLIC PARISH COMMUNITY SAFEGUARD THE CHILDREN REQUIREMENTS

In accord with the United States Conference of Catholic Bishops and the Archdiocese of Los Angeles, St. Lorenzo Ruiz parish leadership and Safeguard the Children Committee have developed Policies and Procedures for all volunteers at St. Lorenzo Ruiz.

- All St. Lorenzo Ruiz volunteers must read and agree to follow the "[Guidelines for Adults Interacting with Minors at Parish or Parish School Activities or Events.](#)"
- All minors volunteering at St. Lorenzo Ruiz must read and agree to follow the "[Boundary Guidelines For Junior High and High School Youth Working or Volunteering with Children or Youth.](#)"
- All volunteers who work with or around children in any way are required to attend a "Protecting God's Children" VIRTUS session.
- Anyone who supervises or is perceived to supervise children in any way is required to submit to a background check in the form of fingerprinting by the Los Angeles Archdiocese. All St. Lorenzo Ruiz students/youth will take part annually in the "*Teaching Touching Safety*" or other approved safe environment education program.

## VIRTUS AND FINGERPRINTING

Have you been VIRTUS Trained:  YES  NO

Date and location of you last VIRTUS session: \_\_\_\_\_

Have you been fingerprinted through the Archdiocese of Los Angeles:  YES  NO

Date and location of fingerprinting: \_\_\_\_\_

Have you ever been convicted of a felony:  YES  NO

Have you ever used a name other than which is listed on the application:  YES  NO

If yes, please list name: \_\_\_\_\_



### ACKNOWLEDGEMENT OF RECEIPT OF GUIDELINES FOR ADULTS INTERACTING WITH MINORS AT PARISH/SCHOOL ACTIVITIES OR EVENTS

REVISED 8/2007 – 1/27/10. REVISED 6/8/2010

I have received and agree to comply with the Guidelines for Adults Interacting with Minors at Parish, Parish School, Youth Ministry or Religious Education Activities or Events of the Archdiocese of Los Angeles. As stated in the copy of these guidelines: "**All adults working or volunteering with minors are also accountable to follow all policies contained in any other 'Handbooks' that the parish/school may use**" (i.e.: **Catholic Schools Handbook, Parish ministry handbook, etc.**). All adults acting in a staff, faculty, ministerial or other paid or volunteer\* position in the Archdiocese are role models who are called to treat each minor with respect and care. Clergy/staff members/faculty/volunteers serving either in a paid or volunteer position need to maintain professional relationships with minors whether on or off the parish or parish school locations." These guidelines are part of the commitment of the Archdiocese of Los Angeles to keep children and youth safe and to provide a role model for all minors under our care.

Activity(ies) or Event(s) in which I am involved:

\_\_\_\_\_  
Name (please print legibly): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_