

Blenheim Youth Centre Volunteer Information Package

EDUCATION/EXPERIENCE

PLEASE INDICATE THE SECONDARY SCHOOL, COLLEGE AND/OR UNIVERSITY YOU HAVE ATTENDED:

YOUTH RELATED COURSES OR LIFE EXPERIENCE

VOLUNTEER EXPERIENCE

PLEASE DESCRIBE ANY OF YOUR SKILLS, EXPERIENCES, OR TRAINING THAT MAY RELATE TO THE POSITION BEING APPLIED FOR:

VOLUNTEER ROLES

WHAT ARE YOUR MAIN INTERESTS IN VOLUNTEERING? (Working with youth, after-school program, fundraising, committee work, etc.)

Are there any restrictions you wish to advise us about your volunteering?

PERSONAL INFORMATION

(answer only if interested in occasionally offering transportation as part of volunteering role).

DO YOU HAVE THE FOLLOWING
VALID DRIVER'S LICENCE? YES _____ NO _____ If Yes Number: _____

VALID ONTARIO CAR INSURANCE? YES _____ NO _____

INSURANCE COMPANY: _____

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REFERENCES

PLEASE PROVIDE THE NAMES OF THREE PERSONS, NOT RELATED TO YOU, WHOM YOU HAVE KNOWN FOR MORE THAN ONE YEAR FOR REFERENCE PURPOSES:

	<u>NAME</u>	<u>TELEPHONE #</u>	<u>ORGANIZATION</u>
1)	_____	_____	_____
2)	_____	_____	_____
3)	_____	_____	_____

ALL INFORMATION CONTAINED ON THIS APPLICATION IS, TO THE BEST OF MY KNOWLEDGE, TRUE.

VOLUNTEER SIGNATURE: _____ DATE: _____

OFFICE USE ONLY

Interview Date:	
Interviewed By:	

Please Indicate When Completed	Staff Initials and Date
Statement of Confidentiality	
Police Check Form	
Reference Check Sheet	
Statement of Automobile Insurance Coverage	

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POLICE CHECK

REASON FOR THIS POLICY:

The youth centre has a legal obligation to ensure that the staff/volunteers involved are not a danger or threat to the youths, the centre, or the program itself.

POLICY:

Every person who has contact with members of the youth centre, whether in the capacity of staff or volunteer, must have a police screening completed prior to assuming any youth centre duties. This screening must have been completed no more than 6 months prior to his/her starting duties as a staff or volunteer.

No person with a recent history of violence, theft, drugs, or sexual assaults will be considered for involvement with BLENHEIM YOUTH CENTRE. No person with a history of sexual assault will be considered for involvement with BLENHEIM YOUTH CENTRE, under any circumstances. If an applicant has a criminal history (other than sexual assault) more than five years old, police comment should be further sought as to the appropriateness of that person's involvement. BLENHEIM YOUTH CENTRE recognizes that individuals are capable of changing their lifestyle and deserve respect if they have improved their lifestyle. The Board of Directors will make the final determination of appropriateness of any volunteer applicant.

PROCEDURE:

During all interviews for either staff or volunteers, the applicant will be informed that a police screening is needed. The applicant will also be informed that this is needed to insure safety for the youths. This police check can be obtained at the local police station.

Only the personnel committee or volunteer committee will have direct access to the results of the police checks and will treat that information in strictest confidence. Results will be placed in a sealed envelope in the personnel file.

Individuals who have any prior criminal convictions or concerns reported from the police, will require Board approval before allowing the applicant to become involved with BLENHEIM YOUTH CENTRE.

When consultation with the Board is required, the identity of the applicant will be withheld.

By signing below, you state that you will provide the Blenheim Youth Centre with an updated criminal reference check.

(Volunteer signature)

(date)