



# F I R S T UNITARIAN UNIVERSALIST SOCIETY OF SYRACUSE

109 Waring Road • Syracuse, New York 13224-2294 • (315) 446-5940

## **Application Form - Volunteers and Employees who Work with Children and Youth ( 4 Pages)** **First Unitarian Universalist Society of Syracuse (First UU)**

This application is to be completed by all applicants for any volunteer position involving the supervision of minors. The purpose of this form is to help First UU provide a safe and secure environment for the children and youth that participate in programs sponsored by the congregation. Information provided will be used solely for the purpose of determining qualifications for working with minors.

### **Personal Data**

First, Middle, Last, Name (please print):

\_\_\_\_\_

Have you ever used a different name (**circle**):      YES      NO

If yes, please list with dates: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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

Number of years at current address: \_\_\_\_\_

If you have not lived at this address for at least 5 years, please list any previous addresses with dates:

\_\_\_\_\_

In what states have you lived in since you were 18 years old:

\_\_\_\_\_

Employer: \_\_\_\_\_

Employer Address:

\_\_\_\_\_

Employer Phone: \_\_\_\_\_ # of years at current employment: \_\_\_\_\_

**Congregational History and Prior Work with Children/Youth**

List congregations you have attended during the past five years, starting with First UU:  
(Please list: Name of Congregation, City, State, date of Membership/Attendance)

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List previous congregational and community work involving children/youth: (please include name of institution or organization and your role or duties, and person to whom you were responsible)

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**References**

May we call your current employer for a character reference?    YES    NO

If not, please tell us why:

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List two personal references who you have known for 3 or more years (not former employers or relatives):

**Reference one**

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

Phone: \_\_\_\_\_

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

Relationship to you: \_\_\_\_\_

**Reference two**

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

Phone: \_\_\_\_\_

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

Relationship to you: \_\_\_\_\_

**Background Information**

Have you ever:

Been convicted of any criminal offense?	YES	NO
Been accused of any crimes against a person, including rape, incest, sexual exploitation of a minor, or sexual or physical assault of a minor?	YES	NO
Been convicted of or pleaded guilty to a criminal offense related to sexual misconduct or child abuse?	YES	NO
Had any civil judgment ever been made against you for reasons related to sexual misconduct or child abuse?	YES	NO
Resigned from employment or been disciplined or terminated by an employer for reasons related to sexual misconduct or child abuse?	YES	NO

If you answered yes to any of the above questions, please provide details (attach a separate piece of paper if necessary):

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Other than above, is there any fact or circumstance involving you or your background that would call into question your being entrusted with the supervision, guidance, and care of children or youth? YES NO

If YES, please provide details:

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**Driving Information**

Driver's License Number: \_\_\_\_\_

Please attach a copy of your current **Driver's License, Registration and Certificate of Insurance.**

If you will be driving children and/or youth:

We recommend personal injury liability insurance of \$100,000 minimum.

Have you ever been convicted of a moving violation or driving under the influence of alcohol or drugs? YES NO

If yes, please state date and nature of conviction:

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**Applicant's Statement and Release**

I authorize the congregation to contact references and other religious institutions listed in this application to obtain information about my background regarding my character and fitness for work with children and youth. I authorize references to provide such information (including opinions) about me. I hereby release and hold harmless from liability any person or organization that provides information. I also agree to hold harmless this congregation, its trustees, employees and volunteers.

Further, I understand that a person responsible for screening staff or volunteers will conduct a background check that may include the sex offender registry and/or contact with the local police. This may be waived by First Unitarian Universalist Society of Syracuse (First UU) by my providing proof of having successfully passed a comparable background check **within two years of the date below.**

I understand that any information obtained about me through this application process will be kept strictly confidential and will be available only to those responsible for screening staff or volunteers or participating in a response team, or as required by law. Should my application be accepted, I agree to be bound by the policies of First UU regarding child care and youth workers. Any information obtained through this process may be used, at the sole discretion of First UU, to deny this application.

I attest that the above information is true and correct.

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

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

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

**For Use by First Unitarian Universalist Society of Syracuse Only:**

Application reviewed by: \_\_\_\_\_

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

Applicant Placed?      YES    NO

Position Assigned: \_\_\_\_\_