

WICHITA FALLS YMCA VOLUNTEER APPLICATION

DATE _____

Mr. Mrs. Miss Ms. Rev. Dr. Other

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____ CELL PHONE: _____

HOME PHONE: _____ WORK PHONE: _____ EMAIL: _____

In what area would you like to volunteer? _____ What Branch? _____

Check age group that you prefer to work with:

____ Preschool ____ 5 - 8 year olds ____ 8-12 year old

____ 12-16 year olds ____ 16-18 year olds ____ Adults

____ Senior Adults

Employer: _____ Phone #: _____ May we call you at work? _____

If no - please put another contact we can call during the day.

Name _____ Day phone number _____

REFERENCES

Please list 3 references (cannot be relatives/spouse). They will be asked about your interpersonal references must be given in order to volunteer.

NAME	DAY PHONE	HOME PHONE
1.		
2.		
3.		
4.		
5.		

Interests

How did you learn about volunteer opportunities at the YMCA?

Why would you like to volunteer?

Have you heard about any particular volunteer opportunities that interest you?

Would you like to talk to someone further about what kinds of volunteer opportunities might match your skills, talents, and interests?

Are there any particular skills, talents, or interests you'd like to share?

What other organizations have you volunteered for, if any?

Are you a member of the YMCA? (Please circle one) YES NO
YMCA membership not required to volunteer

Please list the names of relatives, friends, or acquaintances employed by the YMCA and their relationship to you.

CRIMINAL BACKGROUND HISTORY CHECK

WICHITA FALLS METROPOLITAN YMCA

It is the policy of the Wichita Falls Metropolitan YMCA to conduct a criminal background history check on all prospective employees and volunteers age 18 years and older. Annual checks on current employees and volunteers may also be conducted. Information obtained is confidential as provided by law and will be used and retained only as authorized by law.

Please complete this form in its entirety. You must complete this form in order to be considered for any employment or volunteer position. Any employment or volunteer position is contingent upon the completion and review of a criminal background history check.

Print Information Clearly & Complete All Required Fields

Last Name Full First Name Full Middle Name

Other Names Used (Maiden, Married, Nickname, etc.): _____

Driver's License #: _____ State: _____

Sex: _____ Male _____ Female Birth Date: ____/____/____ Race: _____

FOR HR ONLY

Date: _____

Initials: _____

Consent for Criminal Background History Check

I hereby give my permission for the Wichita Falls Metropolitan YMCA to obtain information relating to my criminal history record through PublicData.com. The criminal history record, as received from the reporting agencies, may include arrest and conviction data as well as plea bargains and deferred adjudications. I understand that this information will be used, in part, to determine by eligibility for an employment or volunteer position with this organization. I also understand that as long as I remain an employee or volunteer with this organization, the criminal background history check may be repeated at any time. I understand that I will have an opportunity to review the criminal history and that a procedure is available for clarification if I dispute the record as received.

I, the undersigned, do, for myself, my heirs, executors and administrators and assigns hereby remise, release and forever discharge the Wichita Falls Metropolitan YMCA and PublicData.com and each of their officers, directors, employees, and agents from and against any and all causes of actions, charges, liabilities, claims and demands whatsoever, encompassing all claims for damages, including court costs, expenses and attorney's fees, resulting from the investigation of my background in connection with my application to become an employee or volunteer. I hereby agree to hold the Wichita Falls Metropolitan YMCA harmless and to indemnify it from any such causes of action, charges, liabilities, claims and demands which might in the future be made from or by any party claiming by, under or through me.

Applicants Signature Date

Street Address City Zip

**YMCA of the USA's
Child Abuse Prevention
CODE OF CONDUCT**

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| <ol style="list-style-type: none">1. In order to protect YMCA staff, volunteers, and program participants – at no time during a YMCA program may a staff person be alone with a single child where they cannot be observed by others. As staff supervise children, they should space themselves in a way that other staff can see them.2. Staff shall never leave a child unsupervised.3. Restroom supervision: Staff will make sure the restroom is not occupied by suspicious or unknown individuals before allowing children to use the facilities. Staff will stand in the doorway while children are using the restroom. This policy allows privacy for the children and protection for the staff (not being alone with a child). If staff are assisting younger children, doors to the facility must remain open. No child regardless of age should ever enter a bathroom alone on a field trip. Always send children in pairs, and whenever possible, with staff.4. Staff should conduct or supervise private activities in pairs - diapering, putting on bathing suits, taking showers, etc. When this is not feasible, staff should be positioned so that they are visible to others.5. Staff shall not abuse children including:<ul style="list-style-type: none">• physical abuse – strike, spank, shake, slap;• verbal abuse – humiliate, degrade, threaten;• sexual abuse – inappropriate touch or verbal exchange;• mental abuse – shaming, withholding love, cruelty;• neglect – withholding food, water, basic care, etc.Any type of abuse will not be tolerated and may be cause for immediate dismissal.6. Staff must use positive techniques of guidance, including redirection, positive reinforcement and encouragement rather than competition, comparison and criticism. Staff will have age appropriate expectations and set up guidelines and environments that minimize the need for discipline. Physical restraint is used only in pre-determined situations (necessary to protect the child or other children from harm), is only administered in a prescribed manner and must be documented in writing.7. Staff will conduct a health check of each child, each day, as they enter the program, noting any fever, bumps, bruises, burns, etc. Questions or comments will be addressed to the parent or child in a non-threatening way. Any questionable marks or responses will be documented.8. Staff respond to children with respect and consideration and treat all children equally regardless of sex, race, religion, culture. | <ol style="list-style-type: none">9. Staff will respect children's rights to not be touched in ways that make them feel uncomfortable, and their right to say no. Other than diapering, children are not to be touched in areas of their bodies that would be covered by a bathing suit.10. Staff will refrain from intimate displays of affection towards others in the presence of children, parents, and staff.11. While the YMCA does not discriminate against an individual's lifestyle, it does require that in the performance of their job they will abide by the standards of conduct set forth by the YMCA.12. Staff must appear clean, neat, and appropriately attired.13. Using, possessing, or being under the influence of alcohol or illegal drugs during working hours is prohibited.14. Smoking or use of tobacco in the presence of children or parents during working hours is prohibited.15. Profanity, inappropriate jokes, sharing intimate details of one's personal life, and any kind of harassment in the presence of children or parents is prohibited.16. Staff must be free of physical or psychological conditions that might adversely affect children's physical or mental health. If in doubt, an expert should be consulted.17. Staff will portray a positive role model for youth by maintaining an attitude of respect, loyalty, patience, courtesy, tact, and maturity.18. Staff may not be alone with children they meet in YMCA programs outside of the YMCA. This includes babysitting, sleepovers, and inviting children to your home. Any exceptions require a written explanation before the fact and are subject to administrator approval.19. Staff are not to transport children in their own vehicles.20. Staff may not date program participants under the age of 18 years of age.21. Under no circumstance should staff release children to anyone other than the authorized parent, guardian, or other adult authorized by the parent or guardian (written parent authorization on file with the YMCA).22. Staff are required to read and sign all policies related to identifying, documenting, and reporting child abuse and attend trainings on the subject, as instructed by a supervisor. |
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I understand that any violation of this Code of Conduct may result in termination.

PLEASE SIGN & DATE

The Redwoods Group thanks and acknowledges the cooperation of the YMCA of the USA for permitting the verbatim reproduction (except for the format change to two columns on a single page) of this critical personnel management tool.

WICHITA FALLS YMCA VOLUNTEER CREED

- I pledge myself to uphold the high standard of the YMCA in my association with members and the community.
- I will exemplify all the principles of good sportsmanship and instill them in the boys/girls under my care. I will not permit any unsportsmanlike conduct or any disrespectful heckling or any remarks or gestures from players or spectators indicative of conduct unbecoming a good sport.
- I will, by personal example, display the qualities of leadership which will inspire others to strive toward the goal of good leadership among their peers.
- In accordance with YMCA principles, I shall make character development of caring, respect, responsibility, and honesty my top objective.
- My primary aim as a YMCA volunteer shall be building of better individuals spiritually, mentally, and physically, and toward these goals I pledge my strongest effort in behalf of our community.

Please initial the following:

_____ I have read the above Volunteers Creed and fully agree with the conditions of the Creed.

_____ I understand that I am to immediately report accidents or injuries to myself and others.

_____ I understand that I am required by law to report known or suspected instances of child abuse and that not doing so is considered a misdemeanor.

_____ I understand that if I use my automobile, I will not be reimbursed by the YMCA and that my personal insurance is my primary coverage.

THIS CONTRACT EXPIRES ANNUALLY.

Date: _____

Volunteers Signature: _____

