



ARCHDIOCESE OF LAS VEGAS VOLUNTEER APPLICATION

VOLUNTEER INTEREST AND AVAILABILITY

List programs/ministries in which you would like to serve: _____

Are you registered at a Parish? _____ If so, which one? _____

Parish at which you want to volunteer (if different): _____

Do you have children/other relatives who participate within the program/ministry for which you want to volunteer? ☐ No ☐ Yes
If yes, what are their name(s): _____

Volunteer Availability (circle all that apply): Number of Days per week: 1 2 3 4 5

Preference as to Days of the Week: Monday Tuesday Wednesday Thursday Friday No Preference

List the number of hours you can volunteer: _____/week

PERSONAL/CONTACT INFORMATION

Print Legal Name: _____
Last First Middle

Address: _____ Telephone No.: _____
Street and Number City State Zip Code

Email Address: _____ Preferred Method/Time of Contact (Phone, E-Mail, Text): _____

Have you worked or volunteered for the Archdiocese of Las Vegas before (at any parish, school or other location)? ☐ No ☐ Yes

If yes, please list:

Location: _____ Dates (To/From): _____ Position: _____

Do you have any relatives currently employed/volunteering with the Archdiocese of Las Vegas? ☐ No ☐ Yes

If yes, please list their names and position(s) held: _____

PRIOR EMPLOYMENT OR VOLUNTEER EXPERIENCE

<u>Present/Last Employer/Volunteer Agency:</u> _____ Address _____ City, State, Zip Code _____ Telephone/E-mail _____	From: _____ (Mo/Yr) To: _____ (Mo/Yr)	<u>Positions and Duties Held:</u> _____ _____ _____ _____
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Other relevant qualifications, personal experience, skills, or certifications (e.g., C.P.R.) which may be helpful to the volunteer position(s) for which you are applying: _____

If you speak, read or write (fluently) languages other than English, please list: _____

INFORMATION FOR BACKGROUND INVESTIGATION

Do you have a valid driver's license? ☐ No ☐ Yes

If yes, please list: License No.: _____ State of Issuance/Exp. Date: _____

If you do not have a valid driver's license, are you able to furnish proof that you are over 18 years of age? ☐ No ☐ Yes

Please print completely any other names/alias' you have used: _____

Have you ever been convicted of, or plead guilty to, any crime(s) involving or against a minor? ☐ No ☐ Yes

If yes, please describe each in full (jurisdiction/dates, etc.): _____

Are there any criminal charges pending against you for any crime(s) involving or against a minor? ☐ No ☐ Yes

If yes, describe each in full: _____

Have you ever been refused participation in any youth program or any service or ministry involving children? ☐ No ☐ Yes

If yes, describe in full (including name of company/organization, location, position applied for, etc.) _____

Have you ever pled guilty to, pled no contest to, or been convicted of a felony? ☐ No ☐ Yes

If yes, please provide the date(s), jurisdiction(s) and details: _____

NOTE: Answering "Yes" to any of these questions does not constitute an automatic bar to volunteer service. Factors such as age and time of the offense, seriousness and nature of the violation, and the position for which you are applying will be taken into account. In answering this question, do not include minor traffic citations.

I CERTIFY THAT ALL OF THE INFORMATION THAT I HAVE PROVIDED ON THIS APPLICATION IS COMPLETE, TRUE AND CORRECT. I UNDERSTAND THAT PROVIDING INACCURATE INFORMATION OR FAILING TO PROVIDE COMPLETE INFORMATION MAY RESULT IN MY DENIAL TO PROVIDE VOLUNTEER SERVICES OR TERMINATION FROM VOLUNTEER SERVICES.

Date

Signature of Volunteer Applicant

BACKGROUND CHECK AUTHORIZATION/PRE-VOLUNTEER INQUIRY RELEASE AND ACKNOWLEDGMENT

I understand that, as a condition of my consideration for volunteer service with The Roman Catholic Bishop of Las Vegas and His Successors, a corporation sole ("Archdiocese"), and as a condition of my continued service, the Archdiocese will obtain a consumer report that includes, but is not limited to, my creditworthiness or similar characteristics, employment and education verifications, social security verification, criminal and civil history, personal interviews, DMV records, any other public records and any other information bearing on my credit standing, credit capacity, character, general reputation, personal characteristics and trustworthiness ("report"). I understand that disclosure of the report does not automatically disqualify me from consideration as a volunteer.

Further, if I am granted volunteer status and any such information is later found to be false or incomplete (or omissions are found) in any respect, I may be subject to immediate termination of volunteer status. I understand if selected as a volunteer, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States.

I hereby authorize and consent to the Archdiocese's procurement of a report. I understand that, pursuant to the federal Fair Credit Reporting Act, the Archdiocese will, at my request, provide me with a copy of any such report if the information contained in such report is, in any way, used in making a decision regarding my fitness for service with the Archdiocese. I further understand that such report can be made available to me upon request prior to any such decision being made, along with the name and address of the reporting agency that produced the report.

I hereby fully and unconditionally release the Archdiocese and its clergy, officers, directors, employees, agents, servants, representatives and any other agency(ies) or entity(ies) releasing information from any loss, damage or liability in obtaining or furnishing said Criminal History Record.

I understand that while I am applying for, and in the event I am accepted as a volunteer at a parish, school or other Diocesan location, I am a representative of the Archdiocese. If I become a volunteer, I agree to comply with all Archdiocese of Las Vegas policies, procedures, rules and regulations. I also understand that any volunteer service may be contingent upon the passing of an initial or follow-up background investigation and consent to the disclosure of such records to the Archdiocese. I understand that should I decline to sign this consent my application for service will be rejected.

In addition to authorizing the release of any information regarding my service, I hereby fully waive any rights or claims I have or may have against my references, friends, former employers, their agents, employees and representatives, as well as any other corporation, partnership, entity or individual who releases information to the Archdiocese, and release them from any and all liability, claims, or damages that may directly or indirectly result from the use, disclosure, or release of any such information by any person or party, whether such information is favorable or unfavorable to me.

Nothing in this application or Applicant's Statement and Agreement creates or is intended to create an offer, promise or representation of employment. If permitted to provide volunteer service, I do so with no expectation of payment. I understand and agree that my volunteer service with the Archdiocese is similar to an employment "AT-WILL" relationship and, absent a written agreement signed by both the Bishop of the Archdiocese of Las Vegas or his authorized designee and me, my volunteer service will be without compensation and is, therefore, for no definite period, and may be terminated by either the Archdiocese or me at any time and for any reason whatsoever, with or without cause. No other supervisor or representative of the Archdiocese (other than those described here) has any authority to enter into any agreement for employment or any service for any specified period of time or make any agreement contrary to the foregoing. I acknowledge that it is my obligation to ask for written evidence from either the Office of the Bishop, the Vicar General or the Chief Financial Officer as to a representative's authorized status for the purpose of authority to sign written agreements. I understand and agree that oral representations made before or in the event I am permitted to volunteer do not alter any terms and/or conditions of my volunteer service.

DO NOT SIGN UNTIL YOU HAVE READ AND UNDERSTAND THE ABOVE. I hereby acknowledge that I have read, understand and agree to the above.

Signature of Applicant

Date

Printed Name of Applicant