



# Diocese of Corpus Christi

## Volunteer Application

Print or Type Only

Thank you for filling out this application, which helps the Diocese of Corpus Christi and other organizations affiliated with the Roman Catholic Church fulfill their commitment to safety. The information you provide in this application will be treated with confidentiality. All those seeking ministry or volunteer positions are asked to complete a background check which may include a criminal history check, credit report or a motor vehicle report, before beginning service.

**\*All sections of this form must be completed in order to be processed. Use legal name on ID or DL.**

First Name	Middle Name	Last Name	Suffix
Maiden Name		Alias/Nickname	
Street Address		Mailing Address (if different)	
City	State	Zip	
Home Phone	Cell Phone	Email address	
Date of Birth	Driver's License or ID#	DL or ID State	Gender M F
Religious Name (if applicable)	Work Visa # (if no ID or DL)	Passport # (if no ID or DL)	

**All Candidates will be required to undergo Criminal History Screening**

**Volunteer Experience**—Please list your experience with church, civic and non-profit organizations.

Organization	Volunteer Duties	Dates of Service	Contact Name	Contact Number

### Employment and Educational Background

Which best describes your current status?  Student  Employed  Retired  Other

Current School (if applies): \_\_\_\_\_ Area of Study: \_\_\_\_\_

Current Employer (if applies): \_\_\_\_\_ Occupation: \_\_\_\_\_

Employer Address (City, State, Zip, Dept, Suite): \_\_\_\_\_

**Please turn over and complete other side.**

**To be completed by all:**

1. Have you ever been convicted of a criminal offense other than a minor traffic violation?  
*Circle* YES NO
2. Have you ever been arrested for, been accused of, or been convicted of any criminal offense involving a crime against a child, against the elderly, or against a disabled person?  
*Circle* YES NO
3. Have you ever been placed on probation or received deferred adjudication, or other pretrial diversion process for any criminal offense involving a crime against a child, against the elderly, or against a disabled person?  
*Circle* YES NO
4. Have you ever been subject to any court order or supervision (including pretrial) for any criminal offense involving a crime against a child, against the elderly, or against a disabled person?  
*Circle* YES NO
5. As of the date of this consent form, do you have any pending charges against you?  
*Circle* YES NO
6. If **Yes**, please provide offense, date of offense or conviction and location of court: \_\_\_\_\_  
\_\_\_\_\_
7. Has your driver's license ever been revoked or suspended?  
*Circle* YES NO
8. If **Yes**, please provide offense, date of offense or conviction and location of court: \_\_\_\_\_  
\_\_\_\_\_
9. Other than the previous information provided, is there any other fact or circumstance, involving you or your background that would call into question your being entrusted with the supervision, guidance and care of young people?  
If **Yes**, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
10. If you answered **Yes** to any of these questions, please explain here: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Agreement and Authorization** (Please initial each statement below)

- \_\_\_\_\_ The information contained herein is true and complete to the best of my knowledge.
- \_\_\_\_\_ I understand that false information may be grounds for not accepting me or for immediate termination of volunteerism at any point in the future if I am accepted.
- \_\_\_\_\_ I hereby release the Diocese of Corpus Christi from any and all claims for personal injury or property damage which claims arise directly or indirectly from my participation in a volunteer capacity.
- \_\_\_\_\_ I understand that it is my personal obligation in maintaining a safe environment for all, to notify my pastor, principal or supervisor if I am arrested, accused of, or convicted of a crime after signing this form.
- \_\_\_\_\_ I hereby authorize the Diocese of Corpus Christi to inquire and verify any information contained in this application or which I submit as part of this application process.
- \_\_\_\_\_ I understand that my background check may be reviewed every three years in accordance with Diocesan Policy.

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

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



# **Code of Conduct For Adult Volunteers**

## **Standards of Ministerial Behavior**

- Church Personnel and volunteers will conduct themselves in a manner that is consistent with the discipline and teachings of the Catholic Church.
- Church Personnel and volunteers shall provide a professional work environment that is free from physical, psychological, written, or verbal intimidation or harassment.
- Church Personnel will maintain healthy boundaries and report any observations to the contrary to the offices of Human Resources or the Office for Safe Environment and Child & Family Resources.
- Church Personnel and volunteers will observe practices of modesty, prudence and appropriateness in attire, language, and demeanor.
- Church Personnel and volunteers will report any suspected abuse or neglect of a minor or vulnerable adult to the Texas Department of Family and Protective Services (CPS), or another civil authority as required by law.

### **I now affirm that:**

- I have carefully considered what I have learned in Safe Environment training, and I understand my responsibilities as a leader in my church community.
- I understand that I enjoy a public trust and confidence in my work for the Church.
- I understand that I have a responsibility to strive to uphold ethical behavior in my day to day work and ministry, and in my personal life.
- I understand that the expectation of ethical behavior exists for both “in person” and “virtual” interactions, which encompass online, electronic communications and social media.
- I understand that I will never have an equal or peer relationship with a child.
- I understand the policies and voluntarily agree to abide by these policies and conduct myself in complete accordance with them in the spirit of providing a safe and sacred environment.
- I have also received relevant information as to how to respond appropriately, to our brothers and sisters in need.
- I understand that it is a privilege to work with our youth, not a right.

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

Parish/School/Other: \_\_\_\_\_ Primary ministry: \_\_\_\_\_

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