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We are grateful you are willing to work with our children or youth at People's Church. The Religious Education Committee is committed to ensuring the safety of those involved in our church community; therefore, we are requesting that everyone complete an application and undergo a screening process for Religious Education employees and volunteers.

There are four parts to this effort:

- 1) Complete an "Application for Paid or Volunteer Employment."
- 2) Complete a "Voluntary Disclosure Statement."
- 3) Sign a release for a background check through Church Mutual Insurance Company to ensure suitability to work within our religious education program.
- 4) Church staff may conduct reference checks from the contact information you provide in your application form.

To ensure the safety of our children and youth, completion of these steps is required to serve in certain roles in the congregation. We thank you for your willingness to serve our church community, and for your help in assuring it is a safe and nurturing place for all involved.

Sincerely,

Diane Melvin, Director of Religious Education
and the Religious Education Committee

Code of Ethics

for Adults in Leadership Roles with Children and Youth

Adults who are in leadership roles are in a position of stewardship and play a key role in fostering spiritual development of individuals within the church community. It is, therefore, especially important that those in leadership positions be well qualified to provide the special nurture, care, and support that will enable children and youth to develop a positive sense of self and a spirit of independence and responsibility.

The relationship between young people and their leaders must be one of mutual respect if the positive potential of right relations is to be realized. There are no more important areas of growth than those of self-worth and the development of a healthy identity as a sexual being. Adults play a key role in assisting children and youth in these areas of growth. Wisdom dictates that children and youth suffer damaging effects when leaders become sexually or inappropriately involved with young persons in their care; therefore, leaders will refrain from engaging in sexual, seductive, or erotic behavior with children or youth. Neither shall they sexually harass or engage in behavior with youth which constitutes verbal, emotional or physical abuse.

I understand the above Code of Ethics and I recognize that appropriate action will be taken if I violate this code.

As individuals involved in a Unitarian Universalist community, we affirm these principles:

- The inherent worth and dignity of every person
- Justice, equity, and compassion in human relations
- Acceptance of one another and encouragement to spiritual growth in our congregations
- A free and responsible search for truth and meaning
- The right of conscience and the use of the democratic process within our congregation and society at large
- The goal of world community with peace, liberty, and justice for all
- Respect for the interdependent web of all existence of which we are a part

I agree to uphold and model the seven UU principles in my actions and strive to act according to my highest religious values and be in right relations with those in the People's Church community.

Signed: _____

Printed name: _____

Date: _____

People's Church Religious Education Application for Paid or Volunteer Employment

Date _____

Name _____
Last First Middle

Birth Date ____/____/____

Home Address _____

E-mail _____

Home Phone () _____ - _____

Other phone () _____ - _____

Position or role applying for: _____

Work and Other Relevant Experience:

Employer/Supervisor	Phone	Nature of work	Dates	Reason for Leaving
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1. _____

2. _____

References: Please give the names and phone numbers of two persons (unrelated to you) who can give information and insight to your character and background.

1. _____

2. _____

Voluntary Disclosure Statement

People's Church – Religious Education

Thank you for your interest in working with the children and youth of our congregation. We take our responsibility of assuring the safety of our children and youth seriously. We thank you for your support in providing a safe and secure environment for everyone at People's Church.

Name _____

Social Security # _____ - _____ - _____

Do you have a valid driver's license? ___Yes ___No

State _____ License number _____ Expiration date _____

1. Previous residence(s) for last 5 years.

_____	_____	_____
<i>address</i>	<i>state</i>	<i>years there</i>
_____	_____	_____
<i>address</i>	<i>state</i>	<i>years there</i>
_____	_____	_____
<i>address</i>	<i>state</i>	<i>years there</i>

2. Have you ever used a different name?

___ yes ___ no; If yes, please explain and list name(s) with dates used

3. Congregation History and Prior Work with Children and Youth.

Are you a member of People's Church? _____

How long have you been attending this congregation? _____

List congregations you have served during the past 5 years (include name of congregation, city, state & when attended)

4. Have you ever been convicted of any criminal offense, other than a traffic violation? ____ yes ____ no
5. Have you ever been accused of or convicted of any crime or adjudicated liable for civil penalties or damages relating to children, youth, or vulnerable adults and/or your conduct with them, including but not limited to rape, incest, sexual exploitation of a minor or sexual or physical assault of a minor?
____ yes ____ no
6. Have you ever resigned from employment or been disciplined or terminated by any employer for reasons related to sexual misconduct or child abuse?
____ yes ____ no
7. Other than the 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 and youth?
____ yes ____ no
8. Have your parental rights ever been terminated for reasons involving sexual or physical abuse of children? ____ yes ____ no

If you have answered yes to any of the above, please explain:

Applicant's Statement and Release

I certify that the information in the Application for Paid or Voluntary Employment and in the Voluntary Disclosure Statement is true and complete and I understand withholding of information may result in the rejection of this application or my discharge if discovered after employment begins.

I authorize People's Church staff to make *relevant* inquiries regarding my history and character from prior employers and hereby release employers, schools or individuals from all liability in responding to inquiry in connection with my application and release People's Church from all liability with respect to such inquiries.

I understand that if employed, I will be an employee "at will" and may terminate my employment at any time with or without cause or notice and that the employer also has that right. If I am employed, I agree to abide by the employer's policies, rules and procedures and any changes thereto.

Applicant's signature _____ Date _____

Information from the reference or criminal background checks will be available only to those responsible for screening staff, possibly those participating in an incident response team or as required by law. More information about ethics and safety in congregational settings can be found at: <http://www.uua.org/ede/ethics/balancing/>