



Part of XENOS CHRISTIAN FELLOWSHIP STUDENT MINISTRIES

# APPLICATION FOR VOLUNTEER POSITIONS

# ADULT VOLUNTEER APPLICATION

XENOS CHRISTIAN SCHOOLS

DATE \_\_\_\_\_

## PERSONAL INFORMATION

NAME \_\_\_\_\_  MALE  FEMALE

STUDENT: \_\_\_\_\_ LOCATION:  CCS  XCS  BOTH

E-MAIL ADDRESS \_\_\_\_\_

HOME PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

## SERVICE INFORMATION

1. **FOR WHICH AREA ARE YOU VOLUNTEERING?** – check all that apply

Preschool  Elementary  Junior High  Library  Office  Pizza Lunch  Box Tops

Field Trips  Fundraising  Prayer  \_\_\_\_\_

2. **HOW FREQUENTLY ARE YOU CONSIDERING SERVING?**

DAILY  WEEKLY  BI-WEEKLY  ONCE/MONTH  AS NEEDED

3. **HAVE YOU BEEN RECRUITED BY A SPECIFIC TEACHER?**  YES  NO

PLEASE IDENTIFY THE TEACHER: \_\_\_\_\_

FOR A SPECIFIC TASK? \_\_\_\_\_

4. **For Field Trip Drivers Only** – please fill out the Driver's Verification form

## PERSONAL BACKGROUND INFORMATION

THE QUESTIONS BELOW ARE PART OF THE APPLICATION PROCESS TO HELP PROVIDE A SAFE AND SECURE ENVIRONMENT FOR OUR CHILDREN. ALL INFORMATION IS HELD STRICTLY CONFIDENTIAL BY STAFF.

YES  NO **HAVE YOU EVER BEEN ARRESTED AND/OR CONVICTED OF ANY OFFENSE AGAINST THE LAW?** IF YES, PLEASE EXPLAIN, INCLUDING DATES AND DETAILS OF VIOLATIONS OVER THE LAST 3 YEARS.

YES  NO **HAVE YOU EVER COMMITTED OR BEEN ACCUSED, CHARGED OR ALLEGED TO HAVE COMMITTED ANY ACT OF NEGLECTING, ABUSING OR MOLESTING ANY CHILDREN? THIS INCLUDES SEXUAL MISCONDUCT OR SEXUAL ADVANCEMENTS WITH MINORS.** IF YES, PLEASE EXPLAIN IN DETAIL, PROVIDING DATE AND PLACE OF INCIDENT.

### APPLICANT'S CERTIFICATION AND AGREEMENT

I HEREBY CERTIFY THAT THE FACTS SET FORTH IN THIS INITIAL APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT DISCOVERY OF FALSIFICATION OF ANY STATEMENT OR SIGNIFICANT OMISSION OF FACT MAY PREVENT ME FROM OBTAINING A VOLUNTEER POSITION OR MAY SUBJECT ME TO IMMEDIATE DISMISSAL FROM THAT POSITION. I AUTHORIZE XENOS CHRISTIAN SCHOOL TO VERIFY ALL DATA GIVEN IN MY APPLICATION.

**I HAVE CAREFULLY READ AND UNDERSTAND THE ABOVE STATEMENT AND AGREE TO COMPLY WITH THE STATED REQUIREMENTS AND EXPECTATIONS.**

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

**NATIONAL CRIMINAL FILE BACKGROUND CHECK  
AUTHORIZATION/CONSENT FORM**

**XENOS CHRISTIAN SCHOOL WILL CONDUCT A *NATIONAL CRIMINAL FILE* BACKGROUND CHECK ON ALL VOLUNTEER APPLICANTS. PLEASE READ THIS AUTHORIZATION/CONSENT FORM, COMPLETE THE INFORMATION AT THE BOTTOM IN ITS ENTIRETY AND RETURN THE FORM WITH THE COMPLETED APPLICATION.**

DURING THE APPLICATION PROCESS AND AT ANY TIME DURING THE TENURE OF MY VOLUNTEER SERVICE WITH **XENOS CHRISTIAN SCHOOL**, I HEREBY AUTHORIZE CHOICEPOINT SERVICES INC., ON BEHALF OF **XENOS CHRISTIAN SCHOOL** TO PROCURE A BACKGROUND REPORT, WHICH I UNDERSTAND MAY INCLUDE INFORMATION REGARDING MY CHARACTER, GENERAL REPUTATION, OR PERSONAL CHARACTERISTICS. THIS REPORT MAY BE COMPILED WITH INFORMATION FROM COURTS RECORD REPOSITORIES, DEPARTMENTS OF MOTOR VEHICLES, PAST OR PRESENT EMPLOYERS AND EDUCATIONAL INSTITUTIONS, GOVERNMENTAL OCCUPATIONAL LICENSING OR REGISTRATION ENTITIES, BUSINESS OR PERSONAL REFERENCES, AND ANY OTHER SOURCE REQUIRED TO VERIFY INFORMATION THAT I HAVE VOLUNTARILY SUPPLIED. I UNDERSTAND THAT I MAY REQUEST A COMPLETE AND ACCURATE DISCLOSURE OF THE NATURE AND SCOPE OF THE BACKGROUND VERIFICATION TO THE EXTENT SUCH INVESTIGATION INCLUDES INFORMATION BEARING ON MY CHARACTER, GENERAL REPUTATION, OR PERSONAL CHARACTERISTICS.

\_\_\_\_\_  
**VOLUNTEER SIGNATURE**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**SOCIAL SECURITY NUMBER**

\_\_\_\_\_  
**DATE OF BIRTH**

**PRINTED NAME** \_\_\_\_\_

**STREET ADDRESS** \_\_\_\_\_

**CITY, STATE, ZIP** \_\_\_\_\_

**PLEASE RETURN APPLICATION AND RELEASE FORM TO:**

JODY BUTCHER  
XENOS CHRISTIAN SCHOOLS  
2774 CALUMET ST.  
COLUMBUS OH 43202

# Xenos Christian Schools Adult Driver Verification Form

Date \_\_\_\_\_

SCHOOL YEAR \_\_\_\_\_

Driver's Name \_\_\_\_\_

Car make/model \_\_\_\_\_

Number of seat belts for student's: \_\_\_\_\_ (without airbags)

- I have a valid Ohio driver's license***
- I have a valid Ohio registration for the vehicle described above
- I have insured minimum limits of \$100,000 per person and \$300,000 per occurrence for the vehicle described above
- I agree to enforce the requirement that all passengers wear a seat belt
- I agree not to let any elementary school students' ride in the front seat of a car with passenger side airbags.
- I agree to follow the preferred travel route as directed by the staff coordinator

Driver's Signature \_\_\_\_\_