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August 1, 2016

To all teachers and workers with babies, preschoolers, children and youth:

First, let me thank you for your willingness to give of your time, energy, talents and love for the young people of this church. I know they are precious to you, to me, and especially to God. Your efforts touch His heart & mine!

For many years we have requested that the "MINISTRY WITH MINORS APPLICATION FORM" be filled out by all persons who are in any leadership or supervisory position over minors. This is a way to protect the children, our volunteers and the church from those whose motives to serve in ministry may not be pure.

We have recently changed to a new background check service provider and edits needed to be made to the forms to accommodate their requirements and to eliminate some redundancy. **We are requesting that you fill out and return the new form by September 1, 2016 so that we have the most current information on the newest form.** You may hand them to me, drop them by the office, or mail them, if you prefer.

I apologize for the personal nature of some of the questions, but in this day and age they are necessary to ask. Rest assured that these forms will be kept in a secure location of the office. Feel free to contact me or Pastor Phil to discuss personally and privately any matters you feel uncomfortable putting on paper.

Thank you for understanding. Please contact me if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Karen Tucker". The signature is fluid and elegant, with a long horizontal line extending from the end of the name.

Karen Tucker
Minister of Children & Families

Office Use Only

Application reviewed by: _____ Date: _____ Approved? YES NO
Staff Signature & Position



MINISTRY WITH MINORS APPLICATION FORM

This screening form is to be completed by those desiring a ministry position, whether paid or volunteer, involving the supervision or custody of minors. It is being used to help the church provide a safe and secure environment for those children and youth who participate in our programs and use our facilities.

GENERAL INFORMATION

(This page may be shared with organization and ministry leaders.)

Date: ____ / ____ / ____ Social Security #: ____ - ____ - ____ Date of Birth: ____ / ____ / ____

Name: _____
Last First Middle Maiden

Additional Names: _____

Address: _____
Street City State Zip

Gender: Male ____ Female ____ Phone #: (____) _____ How long at this address? ____

If less than five years, give previous address _____

Occupation: _____ Work Phone (____) _____

Marital Status: _____ Spouse's Name: _____ Ages of Children: _____

Do you have a personal relationship with Jesus Christ? _____ Briefly describe _____

How long have you attended Broadus? _____ Are you a member? _____

Please check the services, programs or activities you regularly attend:
Sunday Worship ____ Sunday School ____ Other ____

Were you active in a church prior to coming here? _____ Which? _____

Please list all previous experience you have working with children or youth. Please tell the place (church or organization), date, and type of work: _____

List any gifts, training, education or other factors that have prepared you to work with children or youth: _____

What particular age group are you interested in working with? _____

CONFIDENTIAL

(This page will be accessible to ministerial church staff only!)

Personal References: (must be over 18 years old and non-relatives)

Name _____ Phone _____ Relationship _____

Address: _____

Name _____ Phone _____ Relationship _____

Address: _____

The following questions are a part of our interview process in order to provide a safe, secure environment for our children and for the protection of our volunteer and/or paid workers. All information is strictly confidential. Answering yes to any of the questions may not necessarily preclude your involvement in our ministry to children or youth. Please answer the questions with a "yes" or "no."

- Have you had any painful experiences in your life that have better equipped you or may hinder you from a productive ministry with children? _____ Would you like to discuss this circumstance with the pastor? _____
- Have you ever been convicted of a crime or are there any legal charges pending against you? _____
- Have you ever been hospitalized or treated for alcohol or substance abuse? _____
- Have you ever been accused, arrested or convicted of an abuse or sexually related crime? _____
- Have you ever been accused, arrested or convicted of an offense involving a minor? _____
- Were you a victim of abuse or molestation while a minor? _____ (If you prefer, you may refuse to answer this question, or you may discuss your answer in confidence with the pastor or other church minister. Answering yes or leaving the question unanswered will not automatically disqualify you from any place of service.)

If you answered yes to any of the above questions, please explain. _____

To be authorized to transport minors for church-related activities, please complete the following:

Driver's license number: _____ State: _____ Explain any traffic conviction in past 5 years: _____

APPLICANT'S STATEMENT

The information contained in this application is correct to the best of my knowledge. I authorize any references, churches or other organizations listed in this application to give you any information they may have regarding my character and fitness for working with children or youth, and I release all such references from any liability for furnishing such evaluations to you, provided they do so in good faith and without malice. I waive any right I may have to inspect references provided on my behalf.

I understand that a criminal background check &/or my driving record may be obtained as part of this screening process. I hereby give my permission for Broadus Memorial Baptist Church to obtain information relating to my criminal history record, driving record and/or (for staff) credit record. The records, as received from a third party consumer reporting agency, 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 my eligibility for a volunteer or staff position with the church. I also understand that as long as I remain a volunteer here, the criminal history records check may be repeated at any time. I understand that I will have the opportunity to review the criminal history and a procedure is available for clarification, if I dispute the record as received. I also understand that, by law, I may see a copy of the transcript, for its review, but may not receive a copy of the document in any fashion or form.

I, the undersigned, do hereby release Broadus Memorial Baptist Church and each of its ministers, officers, employees and agents from any liability resulting from the investigation of my background in connection with my application to become a volunteer or employee of the church.

Should my application be accepted, I agree to follow the policies of Broadus Memorial Baptist Church and to refrain from any unscriptural conduct in the performance of my services on behalf of the church.

I have read and understand this statement and I sign it as my own free act.

Applicant Signature _____ Date _____

Witness Signature _____ Date _____