

Ministry Application Form  
for ministries to children & youth

Appendix 3A

In our desire to reduce the risk of abuse within our church ministries, we believe this information is necessary to protect our children, our youth and our volunteers. Thank you in advance for your understanding and partnership.

**Personal Information**

☐ Male ☐ Female

Full Name \_\_\_\_\_

Address \_\_\_\_\_

Postal Code \_\_\_\_\_ Date of Birth \_\_\_\_\_

Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Occupation and/or Employer  
\_\_\_\_\_

I am a student ☐

Highest grade/level completed by June 30 of this year \_\_\_\_\_

**Spiritual History**

Are you a member of Ridgewood Church? ☐ Yes ☐ No

Are you a regular attendee at Ridgewood Church? ☐ Yes ☐ No

If not, are you involved at another church or community of faith? ☐ Yes ☐ No

Name of Organization \_\_\_\_\_

When did you accept Christ as your Savior? \_\_\_\_\_

Have you been baptized upon confession of your faith? ☐ Yes ☐ No

Please tell us about your walk with God and how it has shaped who you are today.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any gifts, training, education, or other qualifications that have prepared you to minister with children or youth.

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### Ministry Information

My present and previous ministry experience is as follows:

1. Name of Church/Organization\_\_\_\_\_

Dates and Description of Ministry\_\_\_\_\_

Pastor or Ministry Supervisor \_\_\_\_\_ Phone Number\_\_\_\_\_

2. Name of Church/Organization\_\_\_\_\_

Dates and Description of Ministry\_\_\_\_\_

Pastor or Ministry Supervisor \_\_\_\_\_ Phone Number\_\_\_\_\_

3. Name of Church/Organization\_\_\_\_\_

Dates and Description of Ministry\_\_\_\_\_

Pastor or Ministry Supervisor \_\_\_\_\_ Phone Number\_\_\_\_\_

### Confidential Information

To provide a safe and secure environment for our children and youth, we believe it is necessary to include the following questions as part of our application process. All information will be kept confidential. (Police may access this information, under warrant, if requested.) Answering yes to any of the questions may not necessarily preclude your involvement in ministry. A meeting may be arranged with a pastor so that you may discuss the circumstances. Thank you in advance for your understanding.

1. Are there any current circumstances involving your lifestyle or background that would call into question your ability to work with children or youth? (E.g., use of illegal substances, addictions, etc.)

☐ Yes ☐ No

2. Have you ever been accused of impropriety with children and/or youth?

☐ Yes ☐ No

3. Have there ever been concerns raised regarding alcohol or substance abuse? ☐ Yes ☐ No

4. Have you been investigated by the Child Welfare Agency for suspected child abuse?

☐ Yes ☐ No

5. Have you ever been the subject of a civil lawsuit involving sexual harassment or other immoral behavior or conduct involving children, youth, or adults?

☐ Yes ☐ No

6. Have you ever been subjected to expulsion, reprimand, investigation or other discipline by a church, denomination or other religious organization or employer? ☐ Yes ☐ No
7. Do you have any health concerns of which we should be aware? (e.g., medical, psychiatric) ☐ Yes ☐ No
8. Do you have restrictions on your driver's license that would prohibit transporting youth? ☐ Yes ☐ No
9. Have you included a current police check? (only for those aged 18+) ☐ Yes ☐ No

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

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### References

Provide the names of three individuals, excluding relatives, who could provide a reference for you. Please include at least one pastor or spiritual mentor, and one reference from outside the church. If you are under the age of 18 you may use the name of a parent and/or teacher.

1. Name of Reference \_\_\_\_\_ Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Nature of Relationship \_\_\_\_\_

Organization/Position (if applicable) \_\_\_\_\_

2. Name of Reference \_\_\_\_\_ Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Nature of Relationship \_\_\_\_\_

Organization/Position (if applicable) \_\_\_\_\_

3. Name of Reference \_\_\_\_\_ Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Nature of Relationship \_\_\_\_\_

Organization/Position (if applicable) \_\_\_\_\_

### Release of Information & Declaration of Intent

I hereby give Ridgewood Church permission to contact persons named as references to ascertain my suitability for volunteer ministry. I release all such references from liability for any damage that may result from furnishing such evaluations to you.

I give Ridgewood Church my consent to verify the information provided herein and to contact the references listed. I waive any right to confidentiality and of any right to pursue damages against the church caused by the reference's response.

I grant my permission for Ridgewood Church to request a police record check and a child abuse registry check, for purposes of my protection against any false allegations and for the protection of those I serve. I consent to such an investigation with the understanding that the results will be kept in strict confidence. I agree to adhere to the protection policies as adopted by this church.

I understand that if my character or morals are deemed by church leadership to be inappropriate and/or criminal at any time during my volunteer service, Ridgewood Church will be entitled to terminate my assistance without expressed cause or prior notice regardless of any other oral or written statement by Ridgewood Church prior to, at, or following the date of volunteer service.

I understand that Ridgewood Church is responsible for the welfare of any person or persons entrusted to my care. I will cooperate fully with the staff in the fulfillment of my duties.

If at any time I find that for any reason I am unable to support the policies, procedures, or doctrine of Ridgewood Church, I will gracefully and quietly resign my volunteer position. If my supervisors find that I am in conflict with any of the policies, procedures or doctrines and we are not able to resolve the issue, I will gracefully and quietly agree to resign my volunteer position.

I hereby acknowledge that, to the best of my knowledge, the information contained in this application for volunteer ministry is true and correct.

Signature of Applicant\_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Signature of Committee Chair \_\_\_\_\_ Date \_\_\_\_\_

Information received is confidential and is being gathered for the purposes of screening ministry personnel and placing them into ministry with children or youth. The information gathered here will be used for the purposes of supporting the ministries at Ridgewood Church.