



Oakridge Presbyterian Church (OPC)

Annual Volunteer* Information and Commitment Form

(for those working alone with vulnerable individuals)

1. Name:

_____ Last Name _____ First Name _____ Middle Initial _____

Complete the following IF any changes have occurred in the last year:

2. Address:

Street _____

City/Town _____ Postal Code _____ E-mail _____

3. Home Phone: _____ Cell: _____ Work Phone: _____

4. First Aid Qualifications: Yes ___ No ___ 5. Are you 18 or younger? Yes ___ No ___

6. In which ministry area(s) will you be volunteering?

1. Collection Counter ___ 2. Infant & Children's Ministry ___ 3. Church Connectors ___

4. Ruling Elder ___ 3. Youth Ministry ___ 6. Other(name)_____

7. References are required if you are a "first time" volunteer at Oakridge (over 18 – 2 required; under 18 – 1 required).

Are references completed for you? Yes ___ No ___ Year completed _____

If NOT, please see a Staff Member or Ministry Leader responsible for the area in which you will be serving.

8. A ****Police Vulnerable Service Check (PVSC)** must be completed if you are 18 years of age or older.

Have you completed an OPC PVSC? Yes ___ Year _____ No ___ Not Applicable _____

IF YOU NEED TO COMPLETE A PVSC, please see the Staff Member or Ministry Leader responsible for the area in which you will be volunteering.

_____ Signature

_____ Date

* The Volunteer Information form (VIF) must be completed each year by any volunteer who will working alone with vulnerable people in our congregation **and** for those who process financial contributions to the church.

** PVSC's are required for select volunteers when you initially become involved in volunteering. A **SECOND** PVSC is required **5 years** later. In the interceding years an Offence Declaration will need to be signed. When 2 are completed, volunteers will only be required to complete an Annual Offence Declaration form.

Oakridge Presbyterian Church

COMMITMENT TO CARE

A) COVENANT AGREEMENT

The Covenant of Care is a promise to follow the safety standards set out in the Presbyterian Church in Canada's Leading with Care Policy and the Oakridge Presbyterian Church's Leading with Care Policy. Both policies are available from the church and speak to our commitment to the safety and well-being of all children/youth and vulnerable adults.

As a leader/teacher/volunteer to children/youth/vulnerable adults:

- I promise to use appropriate language;
- I promise to show no bias based on gender, ethnic background, skin colour, intelligence, age, religion, sexual orientation or socio-economic status;
- I promise that I will not harass others;
- I promise to respect confidentiality and privacy, unless a child, youth or vulnerable adult is in danger, then I will report to a child protection agency or the police.
- I have read and agree with this Covenant Agreement.
- I agree to willfully work within guidelines outlined by the policies and procedures guide.

B) OFFENCE DECLARATION (for those who have previously completed a PVSC)

I have read the information below collected by Oakridge Presbyterian Church, 970 Oxford St. W., London ON N6H 1V4 or **since the last Offence Declaration Agreement given by me to Oakridge Presbyterian Church**, is correct and valid:

_____ I have **NO** convictions under the *Criminal Code of Canada* up to and including the date of this declaration, for which a pardon has not been issued or granted under the *Criminal Records Act (Canada)*.

OR

_____ I have the following convictions or offences under the *Criminal Code of Canada* for which a pardon under the *Criminal Records Act (Canada)* has *not* been issued or granted. _____

I have read and agree to the Covenant Agreement and if applicable, the Offence Declaration;

Signature: _____ Date: _____

Print Name: _____

Witnessed by: _____ Date: _____