

Information Questionnaire for Children or Youth Worker

Daniels Road Baptist Church

This information will remain CONFIDENTIAL

Personal Information

(Please print)

1. Date _____

2. Name _____
Last First Middle

3. Present Address: _____

City _____ State _____ Zip _____

Home Phone (_____) _____ Cell Phone (_____) _____

Email Address _____

4. What age children do you prefer to work with? _____

5. Do you regularly attend a Bible Study or have a quiet time with the Lord? YES NO

6. Describe your "spiritual walk" with Jesus Christ:

7. Do you have any physical or medical limitations that could create a hazardous condition for our children? (If yes, please explain.) YES NO

8. Have you ever been suspected, accused, charged, or alleged to have, or have you ever committed an act of neglecting, abusing, or molesting a child? (If yes, please explain.) YES NO

9. Have you ever been convicted of or pleaded guilty to a crime? YES NO
(If yes, please explain. Attach a separate page, if necessary.)

10. Is there any behavior, activity or belief in your current lifestyle that might prompt others to question your ability to be a role model for children? If so, please explain

11. What personal issues in your history or background might help or hinder you in ministry with children?

12. Have you ever been dismissed from a church or any organization? (If yes, please explain.)

YES NO

13. List any talents, skills, callings, training, education, or other factors that have prepared you for ministry with children or youth:

IMPORTANT

Please go to www.ministryopportunities.org/danielsroadbc and fill out the form for the background check

Church History and Prior Youth Work

1. List (name and address) other churches you have attended regularly during the past five years. Please include any church work you were involved in.

Church Name	Address	Were you a member?	Years Attended	Areas of Service

2. List all previous non-church work involving youth (list each organization's name and address, type of work performed, and dates):

Organization Name	Address	Areas of Service	Dates of Service

3. Provide two references with whom you are not related: (References should be able to testify to your character and/or previous experience with children or youth)

Name	Relationship	Address	Telephone Number

Statement

The information contained in this information questionnaire is correct to the best of my knowledge. I authorize any references or churches listed in this questionnaire to give you any information (including opinions) that they may have regarding my character and fitness for children or youth work. In consideration of the receipt and evaluation of this questionnaire by Daniels Road Baptist Church, I hereby release any individual, church, youth organization, charity, employer, reference, or any other person or organization, including record custodians, both collectively and individually, from any and all liability for damages of whatever kind or nature which may at any time result to me, my heirs, or family, on account of compliance or any attempt to comply, with this authorization. I waive any right that I may have to inspect any information provided about me by any person or organization identified by me in this questionnaire.

Should I be accepted to serve in the ministries of Daniels Road Baptist Church, I agree to be bound by the constitution and policies of Daniels Road Baptist Church, and to refrain from unscriptural conduct in the performance of my services on behalf of the church.

I further state that **I have carefully read the foregoing release and know the contents thereof and I sign this release as my own free act.** This is a legally binding agreement that I have read and understood.

Applicant's Signature: _____ Date: _____

Please read and initial the following covenants and then sign and date at the end. You will receive a copy of each of the covenants for your personal records. Thank you.

Covenant for Sexual Responsibility

For the purposes of this covenant, I, the undersigned, understand that Daniels Road Baptist Church defines sexual misconduct in the following way:

Abuse: Contacts or interactions between a child and an adult when the child is being used for the sexual stimulation of the perpetrator or another person. Sexual abuse may also be committed by a person under the age of eighteen when that person is either significantly older than the victim or when the perpetrator is in a position of power or control over another child. Psychological damage does not require intercourse and is not dependent on blood relationship. Incest is defined as: any type of sexual contact or interaction imposed on a child by a parent, parental figure, sibling, or other family member.

Sexual abuse can be defined broadly as any activity, verbal, visual or physical, engaged in without consent, which may be emotionally or physically harmful and which exploits a person in order to meet another person's sexual or emotional needs. The person does not consent if he or she cannot reasonably choose to consent or refuse because of age, circumstances, or level of understanding, and dependency or relationship to the offender.

Harassment: Sexually harassing conduct, whether committed by supervisors of non-supervisory personnel, paid or volunteer ministry workers, is strictly prohibited.

Such conduct includes but is not limited to:

- 1) Sexually oriented humor or language, questions or comments about sexual behavior, unwelcome or undesired physical contact, inappropriate comments about clothing or physical appearance, or repeated requests for social engagements, in a situation where there is an employment, mentor, ministry, or colleague relationship between the persons involved.
- 2) Sexual flirtations and innuendo, touching advances, or propositions.
- 3) Verbal abuse of a sexual nature.
- 4) Sexually degrading words to describe an individual.
- 5) The display of sexually suggestive objects or pictures.

Exploitation: The development, or the attempted development of a sexual or romantic relationship between a church or lay worker and any person with whom he/she has a pastoral and/or ministerial relationship, whether or not there is apparent or deliberate consent from the individual. Exploitation is understood to be synonymous with abuse and/or harassment.

I understand that Daniels Road Baptist Church prohibits sexual misconduct, harassment, coercion, or exploitation of children or adults while I work in any ministry of Daniels Road Baptist Church, regardless of whether I work as a paid employee or volunteer.

I understand that if I engage in such behavior I will be subject to a disciplinary process that may include legal action. I agree to fully participate in that process. Further, I acknowledge that such process may result in termination of employment and/or church discipline.

Initial _____

Covenant for Physical Responsibility

For the purposes of this covenant, I, the undersigned, understand that Daniels Road Baptist Church defines physical misconduct in the following way:

Abuse: Contacts or interactions between a child and an adult when the child is being physically harmed beyond the confines of restraint. Physical abuse can be defined broadly as any activity, verbal, or physical that goes beyond the measures of discipline. Hitting, striking, choking, dragging, pushing, or any type of physical action that will harm a child is physical abuse. Also abuse can be verbal if the child is continually berated in a non-constructive manner. We will not allow a child to be abused either physically or verbally.

Daniels Road Baptist Church will not allow any action that involves physically handling a child unless that child is being restrained from harming another child, worker, or themselves, and then that child will be restrained with the help of many and not by one.

I understand the Daniels Road Baptist Church prohibits physical misconduct, or verbal harassment, of children while I work in any ministry of Daniels Road Baptist Church, regardless of whether I work as a paid employee or volunteer.

I understand that if I engage in such behavior I will be subject to a disciplinary process which may include legal action. I agree to fully participate in that process. Further, I acknowledge that such process may result in termination of employment and/or church discipline.

Initial _____

Statement on Physical and Sexual Conduct

I swear that I have never been convicted in a court of law or any other legal proceeding (or had a criminal offense expunged from my record) involving physical or sexual abuse. (Exceptions should be noted in detail in a separate letter.)

I swear that, to the best of my knowledge, I have not been charged in any forum (legal, social, ecclesiastical) with physical or sexual misconduct as defined by law and/or the policies of Daniels Road Baptist Church. (Exceptions should be noted in detail in a separate letter.)

I understand that misrepresenting the truth on this document constitutes grounds for disciplinary action against me by Daniels Road Baptist Church, including, but not limited to church discipline and/or termination of employment.

Initial _____

I acknowledge that I have received a copy of Daniel's Road Baptist Church's policies on sexual guidelines, physical and sexual misconduct, ministry workers guidelines and discipline.

Initial _____

MINISTRY AGREEMENT

I, the undersigned, _____, do hereby accept the duties and responsibilities entailed in the ministries I am assigned; further it is

AGREED by the undersigned that Daniels Road Baptist Church shall have the right to terminate this agreement for failure of the undersigned to satisfactorily comply with position's requirements or the requirements of Daniels Road Baptist Church as set forth in the personnel handbook; further it is

AGREED by the undersigned that he/she is or will become a member of the Daniels Road Baptist Church, faithfully attending all public services and taking an active part in the total church program and will be loyal to the pastor and the program of the church in word and in deed. It is the desire of the administration that every person feel he or she is a part of the overall work of the Daniels Road Baptist Church as well as of his or her specific ministry. We cannot allow any person who is out of fellowship with the church to remain on the staff, since we believe the ministries are inseparable; further it is

AGREED that since complaining leads to dissension and unrest, the undersigned will refrain from complaining about differences and problems concerning the church, other staff members and/or his particular ministry. If you have a legitimate complaint or problem, feel free to discuss it with the pastor or your supervisor; further it is

AGREED that the undersigned subscribes without reservation to the articles of faith and the standards of conduct as set forth in this agreement and that the church shall have the right to terminate this agreement for failure of the undersigned to satisfactorily comply with the standards of conduct. I, the undersigned, have received a copy of these documents.

Date

Employee/Volunteer Signature

Pastor/Church Representative