

*Bethel Church of San Jose*

# VOLUNTEER APPLICATION

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Please complete *each* section

And return to the Volunteer Coordinator or Info Center in the lobby

## QUALIFICATIONS & RESPONSIBILITIES OF A VOLUNTEER

1. Maintain a godly lifestyle, be an example as a leader in the body of Christ, and maintain a vibrant, growing relationship with Jesus through regular reading of the Bible, prayer, church attendance and tithing.
2. Function within the policies and procedures for the ministry to which you are applying.
3. Attend ministry orientation, training, and meetings as provided.

## PERSONAL INFORMATION

APPLICANT'S FULL NAME \_\_\_\_\_  
*Last* *First* *MI* *Nickname*

MALE

FEMALE

ADDRESS \_\_\_\_\_

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

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

HOW LONG HAVE YOU LIVED AT THIS ADDRESS? \_\_\_\_\_ IF LESS THAN FIVE YEARS, PLEASE PROVIDE:

PREVIOUS ADDRESS \_\_\_\_\_ YEARS \_\_\_\_\_

OCCUPATION: \_\_\_\_\_ EMPLOYER \_\_\_\_\_

EMAIL \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ MARITAL STATUS \_\_\_\_\_

IF MARRIED, SPOUSE'S NAME \_\_\_\_\_

HAVE YOU ACCEPTED JESUS AS YOUR LORD AND SAVIOR \_\_\_\_\_ IF SO, WHEN? \_\_\_\_\_

IF NOT, WOULD YOU LIKE TO? \_\_\_\_\_

ARE YOU A MEMBER OF BETHEL CHURCH? \_\_\_\_\_

PLEASE DESCRIBE YOUR VOLUNTEER OR MINISTRY EXPERIENCE AT OTHER CHURCHES OR ORGANIZATIONS:

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

PLEASE DESCRIBE YOUR VOLUNTEER OR MINISTRY EXPERIENCE WITH CHILDREN: \_\_\_\_\_

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

PLEASE LIST ANY RELEVANT TRAINING YOU HAVE RECEIVED (I.E. CPR, FIRST AID, ETC.) \_\_\_\_\_

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

## GENERAL INFORMATION

**WHICH SERVICE(S) DO YOU ATTEND?** *(Check all that apply)*

Sunday 9:15 AM     Sunday 11:00 AM     Sunday 6:00 PM     Wednesday 7:00 PM

Other Classes or Services you attend:

**WHAT LANGUAGE(S) DO YOU SPEAK?** *(Check all that apply)*

English     Spanish     American Sign Language     Other(s) \_\_\_\_\_

## EMERGENCY CONTACT

NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_

ADDRESS \_\_\_\_\_

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

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

## YOUR AVAILABILITY

**PLEASE CHECK THE BOX FOR THE TIME PERIOD(S) IN THE DAY(S) YOU ARE AVAILABLE.**

Long-term     Short-term     Special events/projects

	SU	MO	TU	WED	THU	FRI	SAT
MORNING	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AFTERNOON	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EVENING	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



## REFERENCES

Please give at least three personal references of adults who have known you for at least three years.  
If you were involved in a previous ministry, please include the sponsoring minister as a reference.

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

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

PHONE(S) \_\_\_\_\_

RELATIONSHIP \_\_\_\_\_

COMMENTS (STAFF USE ONLY)

\_\_\_\_\_

\_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

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

PHONE(S) \_\_\_\_\_

RELATIONSHIP \_\_\_\_\_

COMMENTS (STAFF USE ONLY)

\_\_\_\_\_

\_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

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

PHONE(S) \_\_\_\_\_

RELATIONSHIP \_\_\_\_\_

COMMENTS (STAFF USE ONLY)

\_\_\_\_\_

\_\_\_\_\_

**Please give a Pastoral reference from Bethel Church or, if possible, a reference from your previous church:**

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

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

PHONE(S) \_\_\_\_\_

MINISTRIES IN WHICH YOU WORKED AS A VOLUNTEER WITH THIS CHURCH OR PASTOR? \_\_\_\_\_

\_\_\_\_\_

COMMENTS (STAFF USE ONLY)

\_\_\_\_\_

\_\_\_\_\_

## GENERAL CONCERNS FOR VOLUNTEERS

The questions below are a part of our application process for the purposes of providing a safe, secure, and transparent environment for all volunteers at Bethel Church. **All information is held strictly confidential. Answering “yes” to any of the questions may or may not preclude your involvement in ministry; we thank you for your understanding.**

- (1) Have you or do you currently use illegal drugs?  Yes  No
- (2) Have you ever been hospitalized, treated for, or struggled with alcohol or substance abuse?  Yes  No
- (3) Have you ever been convicted of the use or sale of illegal drugs?  Yes  No
- (4) Have you ever been arrested for a criminal offense?  Yes  No
- (5) Have you ever been involved in, accused, arrested, or convicted for any sexual related crimes?  Yes  No
- (6) Have you ever been involved in, accused, arrested, or convicted for any abuse related crime?  Yes  No
- (7) Are there any circumstances involving your lifestyle or your background that would call into question your ability to work in ministry (*i.e. – being unmarried but living as a married couple*)?  Yes  No
- (8) Are you engaged in any sexual relations with anyone who is not your spouse?  Yes  No
- (9) We conduct a **background check** on all applicants who desire to work with minors and in any other critical areas **as deemed necessary**. Do you have any objections?  Yes  No

For those questions that you answered “yes”, please explain:

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# VOLUNTEER INFORMATION DISCLOSURE & CONSENT

By signing below, I authorize Bethel Church to obtain information, written, oral, or other, from anyone with knowledge of such information: bearing my character, general reputation, and personal characteristics. Bethel Church reserves the right to conduct this investigation at any time. I am aware that my name, address, telephone number, and email address will be distributed to my Ministry Leader. I also give permission to Bethel Church to use photos or videos of me for use in promotional materials, including on the web site, as they deem useful. I give this information to Bethel Church and my Ministry Leader voluntarily and knowingly.

The information that I have given is correct and you may verify the information listed, if necessary. I understand that I am a volunteer "at will", and that Bethel Church reserves the right to disqualify me from my volunteer position for any reason it deems appropriate. I hereby release and hold Bethel Church harmless from all claims arising under this application. This application in no way constitutes an employment agreement with Bethel Church; it is for a volunteer, unpaid position only.

I also understand that I represent Christ and Bethel Church in my involvement with this ministry. I am prepared to temporarily remove myself if there is a problem in my life that could undermine my witness and damage Bethel's reputation. I understand that I will be contacted by a Ministry Leader before full acceptance into ministry.

Signature \_\_\_\_\_

Name (please print clearly) \_\_\_\_\_ Date \_\_\_\_\_

**Please complete the entire application and turn it in to the Volunteer Coordinator, or mail it to Bethel Church of San Jose, Attention: Volunteer Coordinator, 1201 S. Winchester Blvd., San Jose, CA 95128.**

**Completion of this form does not constitute acceptance in a ministry position; this is an initial interest in serving in ministry. Thank you for being willing to serve!**

**For all questions, concerns, or issues, please contact the Volunteer Coordinator, \_\_\_\_\_ at (email ID) \_\_\_\_\_ or (408) 246-6790 or direct fax at 408.243-1529.**

## For Office Use Only

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Sent to: \_\_\_\_\_ Interview Date: \_\_\_\_\_ By: \_\_\_\_\_

Reference Checks: \_\_\_\_\_

FBI/DOJ Background Check Required: \_\_\_\_\_ Results Received: \_\_\_\_\_

Placement: \_\_\_\_\_

Position: \_\_\_\_\_ Start Date: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Confirmed with Applicant: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

Staff Pastor Signature: \_\_\_\_\_