



Volunteer Application

Background Check Ordered _____
Received _____
Application Approved Date _____

This Volunteer Application helps StreetWise provide a safe and secure environment for those who participate in our programs and use our facilities. *Please complete the form thoroughly so that we can process it quickly.* Thank you!

1. Name:

(Please Print) Last First Middle Initial Name you preferred to be called

2. E-mail Address: _____ Date: _____

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

4. Present Address: _____ How Long at Present Address? _____

City: _____ State: _____ Zip: _____ County: _____

Former Address _____ How Long at Former Address? _____

City State Zip

5. D.O.B. ____/____/____ Gender: _____ Marital Status: Single, Married, Divorced, Widowed (Please circle one)

6. Driver's License #: _____ State of Issue: _____ Expiration Date: ____/____/____

7. Social Security #: _____

8. How did you hear about StreetWise? _____

9. Area(s) of experience, hobbies, or interest that may be of value as a volunteer: _____

10. Day(s) of the week and hours of availability: _____

Available Thursday pm 5:30-8:30? Yes No Available 2nd Saturday 9am-12pm? Yes No

11. Are you being seen or treated by anyone in the medical profession for physical, emotional, or mental health issues that may affect projects or jobs assigned to you as a volunteer? If yes, please explain

12. Have you had a **Background Check** in the last year? Yes No If yes, what was the date _____ & can you provide a copy? ____ (Yes or No) What profession or job required your Background Check?

13. Have you ever been known by any other name? (Maiden name, alias, etc.) Yes No
If yes, list all other names. Include maiden name. Use a separate page if needed:

14. Have you ever been convicted of or plead guilty to a crime other than a minor traffic violation? Are there any charges currently pending against you? Yes No If yes, please explain (use a separate page if needed):

15. Is there any reason, including those that are physical, emotional, or mental health related, that might keep you from effectively working with children/youth, or that may cause a child potential harm? Yes No
If yes, please explain:

16. Have you ever been addicted to, or concerned that you were addicted to, drugs, prescription medication, alcohol, pornography, or any other harmful addiction? Has anyone ever suggested that you may have a problem with any of the above?
 Yes No If yes, please explain: _____

17. Do you presently use illegal drugs, alcohol, or tobacco of any kind?
 Yes No If yes, please explain: _____

18. List volunteer work you have participated in (Church group, sports, youth group, music, other non-profits, etc.)

Organization Name & Address	Phone	Area of Service	Dates of Service

19. Church You Attend: _____ How Long?

City

State

Church Website

Ministry Area(s) You Are Involved With _____ Contact

Person(s): _____

20. Are you a member of a Small Group Fellowship (Sunday school class)? Yes No

If yes, name of group or focus: _____

21. List places of employment in the past 5 (five) years (*Use separate page if needed*) If retired, list final place of employment.

Name & Address	Phone;E-Mail	Position	Dates Employed

22. Give three (3) Personal References (*references need to be 18 years old and over and a non-family member*)

If you are in a small group, include 1 person from this group.

1. Full Name: _____

E-mail: _____ Phone #: _____

2. Full Name: _____

E-mail: _____ Phone #: _____

3. Full Name: _____

E-mail: _____ Phone #: _____

READ CAREFULLY

In consideration of the receipt and evaluation of this application by StreetWise Georgia, Inc., I agree and represent that the information contained in this form is correct to the best of my knowledge. I authorize StreetWise Georgia, Inc. and/or its agents to make an independent investigation of my background, references, character, past employment, education, credit history, driver record, criminal or police records, including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my application and/or obtaining other information which may be material to my qualifications as a volunteer now and during my tenure as a volunteer with StreetWise Georgia, Inc.

I authorize any references, or any other person or organization, whether or not identified in this application, to give you any information (including opinions) regarding my character and fitness for volunteer service. I hereby release any individual, church, denominational agency or official, reference, or any other person or organization, including record custodians, both collectively and individually, and whether or not identified in this application, 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 attempts to comply with this authorization, excepting only the communication of knowingly false information.

StreetWise Georgia is a Christian 501c3 non-profit and governs itself on Biblical principle. This may expose an individual to prayer, devotions, and associated conversations. No volunteer is required to participate. No one is denied to volunteer based upon their religion and/or spiritual beliefs.

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 release, which I have read and understand. I understand that I may consult with an attorney before signing this document. A facsimile or photocopy of this authorization shall be as valid as the original. I have received and read the StreetWise Georgia Child Protection Policies. Please initial here: _____ (Required for Approval)

Applicant's Signature: _____

Date: _____

Volunteer Coordinator's Signature: _____

Date: _____

StreetWise Georgia 1770 Cedars Rd. Lawrenceville, GA 30045 678-985-9989

www.streetwisegeorgia.org

Ambassador 411

CONTACT INFORMATION

Name: _____ Date of Birth: _____

Mobile Phone: _____ Home Phone: _____

E-Mail Address*: _____

*By providing your email address you are authorizing StreetWise to contact you by email

Address: _____

(Street Address or P.O. Box)

(City)

(State)

(Zip code)

Emergency Contact: _____ **Preferred Method of Contact: Text, Phone, Email**
(Please circle one)

Relationship: _____

Phone: _____ **Email:** _____

Profession by trade: _____
(Now or prior to retirement)

Volunteer or Staff Department Currently Working In:

- _____
- _____
- _____

Hours Currently Serving (Please circle all that apply):

Monday	9:00AM-12:30PM	12:30PM-3:00PM	9:00AM-2:00PM
Tuesday	9:00AM-12:30PM	12:30PM-3:00PM	9:00AM-2:00PM
Wednesday	9:00AM-2:30PM		9:00AM-2:00PM
Thursday	9:00AM-12:30PM	12:30PM-3:00PM	5:30PM-8:30PM
Friday	9:00AM-1:00PM	1:00PM-3:00PM	
2 nd Saturday MFP	9:00AM-12:00PM		

Year/Month 1st served at StreetWise: _____

If any changes in your contact information occur, please update this form promptly.



Organization Policy - Child Abuse and Sexual Abuse

This policy is being implemented by **StreetWise Georgia** to assist in protecting the children in our ministry and those children who may visit our ministry and participate in ministry activities. The Staff of StreetWise is committed to maintaining an environment in which children are guarded from physical and sexual abuse, and in which Staff members and Volunteers are protected from false allegations of abuse.

Definitions as used in the Policy:

A. "Child Abuse" means:

- a. Physical injury or death inflicted upon a child by a parent or caretaker thereof by other than accidental means; provided, however, physical forms of discipline may be used as long as there is no physical injury to child;
- b. Neglect or exploitation of a child by a parent or caretaker thereof;
- c. Sexual abuse of a child; or
- d. Sexual exploitation of a child
- e. However, no child who in good faith is being treated solely by spiritual means through prayer in accordance with the tenants and practices of a recognized church or religious denomination by a duly accredited practitioner thereof shall, for that reason alone, be considered an "abused" child.

C. "Law enforcement agency" means a state, county, or municipal police department, bureau, or agency.

D. "Sexual Abuse" means a person's employing, using persuasion, inducing, enticing, or coercing any minor who is not that person's spouse to engage in an act which involves:

- a. Sexual intercourse, including genital-genital, oral-genital, anal-genital, or oral-anal, whether between persons of the same or opposite sex;
- b. Bestiality;
- c. Masturbation;
- d. Lewd exhibition of the genitals or pubic area of any person;
- e. Flagellation or torture by or upon a person who is nude;
- f. Condition of being fettered, bound, or otherwise physically restrained on the part of a person who is nude;
- g. Physical contact in an act of apparent sexual stimulation of gratification with any person's clothed or unclothed genitals, pubic area, or buttocks with a female's clothed or unclothed breasts;
- h. Defecation or urination for the purpose of sexual stimulation; or
- i. Penetration of the vagina or rectum by any object except when done as part of a recognized medical procedure.

E. "Sexual exploitation" means conduct by a child's parent or caregiver who allows, permits, encourages, or requires that a child engage in:

- a. Prostitution, as defined in Code Section 16-6-9; or
- b. Sexually explicit conduct for the purpose of producing any visual or print medium depicting such conduct, as defined in Code Section 16-12-100.

F. "Social Services Agency" means:

- a. The State Department of Social Services; or
- b. The department of public welfare or social services of any county or municipality in this State.

Training and Supervision of Staff Members and Volunteers:

- A. StreetWise will provide an orientation class for all staff members and volunteers who will be working with children in the ministry. This policy, including the applicable state reporting requirements, will be explained to the staff and volunteers during the orientation class.
- B. Any inappropriate conduct or behavior between a staff member or volunteer and a child will be reported to the President or Vice President as well as the individual who is responsible for supervising the staff member or volunteer in question, investigate the matter, and take the appropriate action. Such action may include a verbal or written warning, suspension from duties, or termination. If the inappropriate conduct or behavior involves a suspected incident of abuse, the incident shall be handled in accordance with the Response of Child Abuse section.
- C. All chaperones and supervisors for overnight activities must be approved in advance by the President or Vice President.
- D. Any adult who has been convicted of, or pleaded guilty to a child abuse crime will not be permitted to work in any part of the ministry.



POLICY FOR SEXUAL MISCONDUCT

This policy is being implemented by StreetWise Georgia, Inc. to assist in protecting the children who may visit and attend activities at our facility. The staff at StreetWise Georgia are committed to maintaining an environment in which children are guarded from physical and sexual abuse, and in which staff members and volunteers are protected from false allegations of abuse.

Screening:

StreetWise Georgia will use the following procedures as a first step in preventing sexual misconduct.

1. *Written Application* – All persons seeking to work with children should complete and sign a written application. The application will request basic information from the applicant and inquire into previous experience with children, previous affiliation with organizations, reference and employment information and disclosure of any previous criminal convictions. The application form should be kept confidential and on file.
2. *Personal Interview* – Upon completion of the application, a face-to-face interview will be scheduled with the applicant to discuss his or her suitability for the position.
3. *Reference Checks* – Before an applicant is permitted to work with children or vulnerable individuals, at least two of the applicant's references will be checked. These shall be professional references as opposed to personal or family references, preferably from organizations where the applicant has worked with children or vulnerable individuals in the past.
4. *Criminal Background Check* – After securing the proper permissions, a check of the National Sex Offender Registry as well as a criminal history for any county in which the applicant has lived for the previous seven years should be conducted for all employees regardless of position, and for multiple categories of employees and volunteers.
 - a) Those counseling children or vulnerable individuals.
 - b). Those involved in one-on-one mentoring of children or vulnerable individuals.
 - c) Those having occasional one-on-one contact with children, such as sponsored athletic team coaches and vehicle drivers.Individuals with a criminal history that includes any of the items listed in the appendix of this document should be excluded from contact with minors or vulnerable adults.

Training:

All employees and volunteers will complete training on how to properly work with youth and vulnerable individuals.

1. StreetWise Georgia will provide training on abuse identification and prevention policies to all new employees and volunteers.
2. Employees and volunteers will be trained on mandatory reporting requirements.
3. Training will be conducted at hire and annually thereafter.
4. Training will be documented through written attendance records.
5. StreetWise Georgia will provide training to all employees and volunteers subject to state mandated reporting training requirements.
6. Failure to attend training can result in dismissal of employee or volunteer.

Prevention:

StreetWise Georgia will use the following processes to minimize occurrences of sexual misconduct.

1. **Two Adult Rule** - A minimum of two unrelated adult workers/volunteers should be present at all times when youth are being supervised during programs and activities. When only one adult is present, doors to the room should remain open. No adult should be alone with a child or vulnerable adult in any sponsored activity unless in a counseling situation.
2. **Open Door Policy** – Interior doors should remain open unless there is a window in the door or right beside it. Doors should never be locked while people are inside the room.
3. **Teenage Workers** - The following guidelines should apply to teenage workers:
 - a. Must be at least 14 years of age.

- b. Must be screened as specified above.
- c. Must be under the supervision of an adult and must never be left alone with children.

The use of electronics or media communications may be useful tools in supporting ministries with children, youth, and other vulnerable people. However, in such circumstances, the following requirements shall be met:

1. The volunteer or staff person shall never initiate a connection (friending, following, etc.) on social media.
2. If a student initiates a connection, the child, youth, or vulnerable person's parent or guardian as well as the Executive Director shall be notified.
3. If an adult leader receives a private text from a child, youth, or vulnerable person that seems to be questionable, the adult leader should immediately end the conversation in the virtual space and offer opportunities to have the conversation in person and in compliance with the earlier guidelines for one-on-one conversations. The Executive Director and/or parent/guardian should be made aware of the incident immediately.

Restroom Guidelines:

For the safety of the children and StreetWise Georgia, all employees and volunteers should follow the standard guidelines when taking children to the restroom.

1. Children five years of age and younger should use a single stall bathroom if one is available. If a single stall bathroom is not available, workers should escort a group of children to the hallway bathroom. They should always go in a group – never take a child to the bathroom alone.
2. For children over five years of age, at least one adult of the same gender should take children to the restroom.
3. The workers should check the bathroom first to make sure that it is empty, and then allow the children inside.
4. The workers should remain outside the bathroom door and escort the children back to the room. If a child requires assistance, the workers should prop open the bathroom door and leave the stall door open as they assist the child.
5. For the protection of all, workers should never be alone with a child in a bathroom with the door closed and never be in a closed bathroom stall with a child.

Identification:

Employees and volunteers should know the events, patterns and trends that indicate abuse.

1. Training will be provided on identification of potential abuse as well as behavior of potential abusers.
2. Any individual with access to children should be trained to identify patterns of potential abusers and be alert for potential misconduct.
3. All employees and volunteers should have the training of "see something; say something."

Reporting:

1. Training will be provided to all employees and volunteers on reporting procedures, including mandatory reporting according to state requirements.
2. Suspected abuse will be reported to a minimum of two individuals. The Executive Director and the Executive Assistant.

Investigation:

In a case of sexual misconduct, StreetWise Georgia will identify the responsibilities of all parties, which include reporting to police as indicated.

1. Civil authorities will be notified of any suspected abuse of any individual. StreetWise Georgia will comply with the state's requirements regarding mandatory reporting of abuse. StreetWise Georgia will fully cooperate with the investigation of the incident by civil authorities.
2. A neutral third party – most often legal counsel – should investigate the claims presented by the reporting person.

Protection:

During an investigation, victims should be protected from harm.

1. Procedures will be enacted that protect the victim during the investigation process.
2. StreetWise Georgia will ensure that those who come forward to report abuse are received with dignity and compassion.
3. The accused abuser should be removed from any interaction with the victim.

Response:

StreetWise Georgia will conduct an analysis of occurrences to determine what changes are needed, if any, to policies and procedures to prevent further incidences.

In the event that an incident of abuse or neglect is alleged to have occurred at or during sponsored programs or activities, the following steps will be followed:

1. The parent or guardian of the child will be notified.
2. The individual alleged to be the perpetrator of the abuse or misconduct will immediately be placed on leave from working with children or vulnerable individuals pending an investigation and instructed to remain away from the premises during the investigation.
3. The insurance company will be notified, and an incident report completed. Any documents received relating to the incident and/or allegations should immediately be forwarded to your insurance company.
4. One individual will be designated as a spokesperson to the media concerning incidents of abuse or neglect unless he or she is alleged to be involved. The organization will seek the advice of legal counsel before responding to media inquiries or releasing information to members of our organization or the general public. All other employees and volunteers of the organization should refrain from speaking to the media.
5. Any person who is found guilty of the alleged abuse or misconduct will be removed from their position working with children or youth.

Criminal History Disqualifiers:

Any of the following offenses would be grounds for exclusion of an individual from contact with minors or vulnerable individuals:

1. Murder
2. Manslaughter
3. Reckless homicide
4. Homicide
5. Any sex offense
6. Kidnapping
7. Harboring a runaway
8. Aiding and abetting child abduction
9. Abduction
10. Assault
11. Battery
12. Tampering with food, drugs, or cosmetics
13. Infliction of great bodily harm
14. Hate crime
15. Stalking
16. Home invasion
17. Criminal abuse or neglect of an elderly or disabled
18. Child abandonment
19. Endangering the life or health of a child
20. Ritual mutilation
21. Abuse of a child
22. Vehicular endangerment
23. Domestic battery
24. Intimidation
25. Abuse and criminal neglect of a longterm care facility resident
26. Violation of an order of protection
27. Felony unlawful use of weapons
28. Aggravated discharge of a firearm
29. Reckless discharge of a firearm
30. Obstructing justice
31. Concealing or aiding a fugitive
32. Armed violence
33. Contributing to the criminal delinquency of a juvenile

34. Unauthorized manufacture or delivery of controlled substances
35. Controlled substance trafficking
36. Criminal drug conspiracy
37. Sale or delivery of drug paraphernalia
38. Felony possession of a controlled substance



Volunteer Release and Waiver of Liability Agreement StreetWise Georgia Inc.

This Release and Waiver of Liability (the "Release") executed today releases **StreetWise Georgia, Inc.**, a 501 (C) (3) Nonprofit corporation organized and existing under laws of the State of Georgia, and each of its directors, officers, employees, and agents. The Volunteer desires to provide volunteer services for Nonprofit and engage in activities related to serving as a volunteer.

Volunteer understands that the scope of Volunteer's relationship with Nonprofit is limited to a volunteer position and that no compensation is expected in return for services provided by Volunteer; that Nonprofit will not provide any benefits traditionally associated with employment, to Volunteer; and that Volunteer is responsible for His/Her own insurance coverage in the event of personal injury or illness as a result of Volunteer's services to Nonprofit.

1. Waiver and Release: I, Volunteer, release and forever discharge and hold harmless Nonprofit and its successors and assigns from any and all liability, claims, and demands of whatever kind of nature, either in law or in equity, which arise or may hereafter arise from the services I provide to Nonprofit. I understand and acknowledge that this Release discharges Nonprofit from any liability or claim that I may have against Nonprofit with respect to bodily injury, personal injury, illness, death or property damage that may result from services I provide to Nonprofit or occurring while I am providing volunteer services.

2. Insurance: Further, I understand that Nonprofit does not assume any responsibility for or obligation to provide me with financial or other assistance, including but not limited to medical, health, or disability benefits or insurance. I expressly waive any such claim for compensation or liability on the part of Nonprofit beyond what may be offered freely by Nonprofit in the event of injury or medical expenses incurred by me.

3. Medical Treatment: I hereby Release and forever discharge Nonprofit from any claim whatsoever which arises or may hereafter arise on account of any first-aid treatment or other medical services rendered in connection with an emergency during my tenure as a volunteer with Nonprofit.

4. Assumption of Risk: I understand that the services I provide to Nonprofit may include activities that may be hazardous to me, including, but not limited to bending, heavy lifting, straining, or involving inherently dangerous activities. As a volunteer, I hereby expressly assume the risk of injury or harm from these activities and Release Nonprofit from all liability.

5. Photographic Release: I grant and convey to Nonprofit all right, title and interests in any and all photographs, images, video, or audio recordings of me or my likeness or voice made by Nonprofit in connection with my providing volunteer services to Nonprofit.

6. Other: As a volunteer, I expressly agree that this Release is intended to be a broad and inclusive as permitted by the laws of the State of Georgia and that this Release shall be governed by and interpreted in accordance with the laws of the State of Georgia. I agree that in the event that any clause or provision of the Release is deemed invalid, the enforceability of the remaining provisions of this Release shall not be affected.

By signing below, I express my understanding and intent to enter with StreetWise Georgia, Nonprofit this Release and Waiver of Liability willing and voluntarily.

Print Full Name _____ Date _____

Signature _____ Cell Phone _____

Email Address (Please Print) _____

Have you Volunteered at StreetWise for past events? Yes No

If yes, I acknowledge that this release and waiver applies to that/those events_____

Initial

By providing your email you wish to receive StreetWise email about Events, Volunteering, Donor information, and exciting news at StreetWise. You may unsubscribe at any time at www.streetwisegeorgia.org



VOLUNTEER TAKE OUT RESTRICTIONS

By signing this form, I understand that any donations received at StreetWise are intended to be used for our clients.

In the event that StreetWise has been blessed with an abundance of various items, I will be allowed to share in that abundance and take items for my use.

However, the following items are restricted and are not to be taken by volunteers:

NO DRY GOODS (canned goods, pastas, cereal)

NO BEEF

NO LANDSCAPING PRODUCTS (dirt, plants, grass seed, etc.)

NO WATER

NOTHING FROM THE MARKET OR THE MARKET STORAGE SHELVES

(If you have a specific need that includes any of these items, please discuss with a member of management)

SIGNATURE

DATE

P.O. Box 657 * Dacula, Georgia 30019 * Telephone: 678-985-9915 * www.streetwisegeorgia.org

1770 Cedars Road * Lawrenceville, Georgia 30045