

# Volunteers for Junior High Religious Education Classes 2011-2012

Cathy Swanson, Coordinator

Name \_\_\_\_\_ Adult \_\_\_\_\_ Teen \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ IL Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell or Work Phone \_\_\_\_\_

E-Mail (if you use it regularly) \_\_\_\_\_

*Jr. High Catechists - Classes are taught in blocks. Each block consists of 5 classes and there are four blocks in the year. Catechists teach a topic for the entire block, then the students rotate to a new topic while the catechists re-teach the same topic to a new group of students. Catechists therefore, only need to prepare the first 5 classes, the rest of the year, they can "tweak" their lesson plans as they continue through the remaining three blocks.*

\_\_\_\_\_ **\*7<sup>th</sup> Grade Catechist** (from 6:30 - 7:25 PM)

*I would prefer to teach, if available:*

- \_\_\_\_\_ The Sacraments
- \_\_\_\_\_ Morality
- \_\_\_\_\_ Jesus Christ
- \_\_\_\_\_ The Kingdom of God

\_\_\_\_\_ **\*8<sup>th</sup> Grade Catechist** (from 6:30 - 7:25 PM)

*I would prefer to teach, if available:*

- \_\_\_\_\_ Sacrament of Confirmation
- \_\_\_\_\_ The Church
- \_\_\_\_\_ The Trinity
- \_\_\_\_\_ **\*Substitute Catechist**

*The Shepherd is a small group leader or mentor who guides the students as they pray together, complete service projects together, and engage in a wide variety of discussions together. Shepherds are encouraged to make a two-year commitment so that the same adult shepherd remains with the same group of students for all of 7<sup>th</sup> and 8<sup>th</sup> grades. Some adults prefer to team up and co-shepherd for a group or to have a high school teen as a co-shepherd.*

\_\_\_\_\_ **\*7<sup>th</sup> Grade Shepherd** (from 7:30 - 8:15 PM)

\_\_\_\_\_ **\*Substitute Shepherd**

\_\_\_\_\_ **\*8<sup>th</sup> Grade Shepherd** (from 7:30 - 8:15 PM)

**\*Special Needs Aide** - *We have a need for adults willing to help our students with special needs.*

I have experience and am willing to help as:

- \_\_\_\_\_ a classroom aide
- \_\_\_\_\_ one-on-one aide
- \_\_\_\_\_ consultant to Catechists & Shepherds

\_\_\_\_\_ **\*Co-Shepherd for \_\_\_<sup>th</sup> Grade**

I need training, but am willing to help as:

- \_\_\_\_\_ a classroom aide
- \_\_\_\_\_ one-on-one aide

**\*Attendance Volunteer** (4 Adults needed for each Block from 6:15 - 8:15 PM)

- \_\_\_\_\_ All Blocks    \_\_\_\_\_ Block 1    \_\_\_\_\_ Block 2    \_\_\_\_\_ Block 3    \_\_\_\_\_ Block 4

**\*Come for S.O.M. Dinners** (2 Adults needed each Block to sell and serve pizza from 5:45 - 6:30 PM)

- \_\_\_\_\_ All Blocks    \_\_\_\_\_ Block 1    \_\_\_\_\_ Block 2    \_\_\_\_\_ Block 3    \_\_\_\_\_ Block 4

**Youth Ministry Advisory Committee Member** (Attend 4-5 meetings per year and bring your ideas and suggestions for Middle School BLAST or High School Youth United.)

# Volunteers for Youth Ministry

## MIDDLE SCHOOL BLAST & YOUTH UNITED 2011-2012

Cathy Swanson, Middle School BLAST & Leslie Stopka, High School YOUTH UNITED

Name _____			
Address _____	City _____	IL _____	Zip _____
Home Phone _____	Cell or Work Phone _____		
E-Mail (if you use it regularly) _____			

*(You will be contacted with more information based upon your response.)*

### \*High School YOUTH UNITED Volunteer

- \_\_\_\_\_ I am willing to help on a weekly basis  
\_\_\_\_\_ I am willing to help once a month  
\_\_\_\_\_ I am willing to help for special events

### \*Middle School BLAST Volunteer

- \_\_\_\_\_ I am willing to help twice a month  
\_\_\_\_\_ I am willing to help from my home computer  
\_\_\_\_\_ I am willing to help with special events

**What is Youth Ministry?** Most adults think of the youth group they were part of when they were kids. That could be great or really bad, depending on the experience! Teens think it's Bible study and a lot of prayer. However, the idea of "Youth Ministry" has been going through a remodel of sorts over the last twenty years. Fifteen years ago Pope John Paul II stated that the Church was called to become the "traveling companion of young people," much like Jesus with the teens on that road to Emmaus.

The teens of today are worldly beyond their years, stressed and over-scheduled, lonely despite the ability of instant contact via technology. Teens need, want, and desire to be part of something bigger, something that has truth and substance, something that reaches out to them and gives them meaning, purpose, and understanding. In short, they long for God.

Youth Ministry is a comprehensive variety of programming and events where teens can experience the rich love of Christ. It is a place where they feel valued for their gifts and connected to their community. It is where they are the Body of Christ.

**A Blessing in Disguise** People seem to always say, "Oh, good luck with those teens!" or "Better you than me!" Well, yes, they are loud and rowdy. Yes, they talk constantly or not at all. Yes, they eat everything in sight! Sometimes they are moody or make bad decisions. But they are also so full of life and love and faith. They have the most poignant prayers, the most heartfelt insights, the deepest love for God, They want to be closer to Him and serve Him however they can. They ask our guidance and they seek a place they can go and not be judged or dismissed - a place to be heard and sometimes hugged.

**We Need Adult Help!** Let's be honest: We can't do this without you! There is just too much work for one person! There is so much we can do, and should do with our youth. Please take a few moments to consider how you can help. You may be able to come every week, you may be able to help for one or two weekend retreats, you may be able to chaperone an event, you may be able to help for 2 hours once a month - whatever you can offer, we NEED you! Our teens NEED you! Our parish NEEDS you! Please let us help you find a place to make a difference.

**\*All Adult (over 18 years old) Volunteers must follow St. Michael Parish and the Diocese of Joliet guidelines for adults BEFORE working with children which include:**

- ✓ Completing a *Volunteer Release* form once every 5 years giving permission for a background check
- ✓ Completing a *Volunteer Profile* form once every 5 years
- ✓ Signing the *Acknowledgement* form regarding the *Standards of Behavior* and the *Pastoral Policy*
- ✓ Signing a *DCFS Mandated Reporter* form every year
- ✓ Attending a *Protecting God's Children* workshop - only once



# St. Michael Parish

Wheaton, IL

## Volunteer Release

In connection with my request to serve as an unpaid volunteer, I understand that investigative inquiries on my background, in accordance with all state and federal laws, will be made on me, and may include information as to my personal character, mode of living, general reputation, and other qualities pertinent to my service.

I understand that the Diocese of Joliet and/or *ChoicePoint* may make inquiries about any criminal history and driving history. Furthermore, I understand that the Diocese of Joliet and/or *ChoicePoint* may request information from various federal, state and other agencies that maintain such records.

I authorize, without reservation, any party, including, but not limited to, law enforcement agencies, state agencies and private information bureaus and repositories, contacted by the Diocese of Joliet and/or *ChoicePoint* to furnish any and all of the above mentioned information. In addition, I hereby release the Diocese of Joliet and *ChoicePoint* from any and all liability for damages arising from the investigation and disclosure of the requested information. I further release and discharge all liability from all companies, agencies, officials, officers, employees and other persons, who, in good faith, provide to the Diocese of Joliet and/or *ChoicePoint* the above mentioned information as requested, in order to successfully complete a criminal background investigation for my request to serve as an unpaid volunteer. I will allow a photocopy of this authorization to be as valid as the original for purposes as determined necessary by the Diocese of Joliet and/or *ChoicePoint*.

**\*I understand that date of birth, sex and race are being requested only for the purpose of identification in obtaining accurate retrieval of records and will not be used for discriminatory purposes.**

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

DRIVER'S LICENSE # \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_

\*DATE OF BIRTH \_\_\_\_/\_\_\_\_/\_\_\_\_ \*GENDER \_\_\_\_\_ \*RACE \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

St. Michael Parish Designated Compliance Official:

*Cathy Swanson*  
317 W. Willow Avenue  
Wheaton, IL 60187  
[cathyswanson5044@gmail.com](mailto:cathyswanson5044@gmail.com)  
630-462-5044



# St. Michael Parish

Wheaton, IL

## Volunteer Profile – Page 1 of 2

This form is to be used when the volunteer position involves providing ministry to minors or vulnerable adults. Retention of the Profile and Release form shall be for seven (7) years following the termination of the service.

This document addresses concern for potential liability in all sectors of society, including the Church. It is coupled with the heightened awareness of a responsibility to insure that those who act in the name of the Church would never violate Christian moral principles.

In order to protect the Church, those whom it serves and those who serve it, please complete this form.

NAME \_\_\_\_\_  
(please print neatly)

### A. PERSONAL INFORMATION

1. Have you ever been charged with, arrested for, or convicted of a crime other than a minor traffic violation? If so, explain the circumstances fully.

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2. Have you ever been the subject of an investigation involving the alleging of sexual abuse?  
YES \_\_\_\_\_ NO \_\_\_\_\_. If yes, please explain.

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3. Has a civil or criminal complaint ever been filed against you alleging physical or sexual abuse?  
YES \_\_\_\_\_ NO \_\_\_\_\_. If yes, give a short explanation of the complaint. Include date, nature, place, where filed, incident leading to complaint and disposition.

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4. Have you ever terminated employment or had your employment terminated for reasons relating to allegations of physical or sexual abuse by you? YES \_\_\_\_\_ NO \_\_\_\_\_. If yes, give a short explanation of the allegations, disposition, employer, including name address and phone number.

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# St. Michael Parish

Wheaton, IL

## Volunteer Profile – Page 2 of 2

5. Have you ever received any medical treatment, physical or psychological, for reasons involving physical or sexual abuse by you? YES \_\_\_\_\_ NO \_\_\_\_\_. If yes, give a short description of the; treatment, dates, nature, location, treating physician including name, address and phone number.

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### **B. VOLUNTEER HISTORY**

Please list your last three volunteer activities, starting with the most recent.

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### **C. PERSONAL REFERENCES**

Please list the name, address and phone number of three persons who will serve as character references.

NAME	ADDRESS	TELEPHONE #

NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



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**Illinois Department of Children & Family Services**

**ACKNOWLEDGEMENT OF MANDATED REPORTER STATUS**

I, \_\_\_\_\_, understand that when I am a volunteer at St. Michael Parish, I am a mandated reporter under the *Abused and Neglected Child Reporting Act* (325 ILCS 5/4). This means that I am required to report or cause a report to be made to the child abuse Hotline number (1-800-25A-BUSE) whenever I have reasonable cause to believe that a child known to me in my capacity may be abused or neglected. I understand that there is no charge when calling the Hotline number and that the Hotline operates 24-hours per day, 7 days per week, 365 days per year.

I further understand that the privileged quality of communication between a student and myself is not grounds for failure to report suspected child abuse or neglect, I know that if I willfully fail to report suspected child abuse or neglect, I may be found guilty of a Class A Misdemeanor.

I affirm that I have read this statement and have knowledge and understanding of the reporting requirements, which apply to me under the *Abused and Neglected Child Reporting Act*.

\_\_\_\_\_  
Signature of Volunteer

\_\_\_\_\_  
Date

**ACKNOWLEDGEMENT FORM**  
**for**  
**CLERGY, EMPLOYEES, VOLUNTEERS, & PARENTS**

This is to acknowledge that I have received and reviewed a copy of

\_\_\_\_\_ The *Pastoral Policy Regarding Sexual Abuse of Minors* (Revised July 1, 2008)

\_\_\_\_\_ The *Standards of Behavior for Those Working with Minors*

*(The Pastoral Policy and Standards of Behavior can be downloaded or viewed on the Diocese of Joliet website: [www.dioceseofjoliet.org](http://www.dioceseofjoliet.org) and then look under the Protecting Children tab.)*

**I understand that I am responsible to become familiar with the contents of the above documents. I agree to abide by and to conduct myself in complete accord with them.**

*(Please print **clearly**)*

Name \_\_\_\_\_

Phone (\_\_\_\_\_) \_\_\_\_\_

Position \_\_\_\_\_

St. Michael Parish, Wheaton, IL

Signature \_\_\_\_\_ Date \_\_\_\_\_