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FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Meadville Family YMCA Volunteer Application

Prospective volunteers shall be afforded equal opportunity in all aspects of volunteering without regard to race, color, religion, political affiliation, national origin, disability, marital status, gender or age. As means of accommodation to persons with specific disabilities that prevent them from completing this application, confidential assistance in filling out this application may be obtained from a representative of this organization.

Position Desired _____

Name _____ Date _____

Address _____

Phone _____ Email _____

Birthdate _____ Social Security # _____

Hours you are available _____

Areas of interest/skills _____

Experience – Starting with the most recent, describe all paid, military, and voluntary experience that highlights your knowledge, skills, and abilities which best demonstrate your qualifications for the volunteering position for which you have applied

Company Name _____ Title _____

Address _____

Dates Employed / Volunteered from _____ to _____

List duties/comments here:

Company Name _____ Title _____

Address _____

Dates Employed / Volunteered from _____ to _____

List duties/comments here:



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Release and Waiver of Liability: I hereby accept any and all responsibility for and assume the risk of any and all injury or damage to my person that might arise directly or indirectly as a result of, and or participation as a volunteer for the YMCA of Meadville. I hereby expressly release, discharge, and hold harmless from any liability whatsoever the YMCA of Meadville, the various branches and subdivision thereof, and all employees and volunteers in their capacities as representatives of the YMCA of Meadville. I give my consent that any photographs, videos, interviews, etc. Of myself or my family may be used in promotional material such as brochures or newspapers releases. I understand that I will not be given notice or reimbursed for such photographs.

Signature of Volunteer

Signature of Parent/Guardian if under 18 years old

Date

Print Volunteer Name

Date



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Volunteer Clearances - Online

PA Criminal Record Check

1. Go to - <https://www.psp.pa.gov/Pages/Criminal-History-Background-Check.aspx> or type PATCH Clearance in the search and click on the psp.pa.gov website
2. Scroll down and click Pennsylvania Access to Criminal History (PATCH)
3. Select New Volunteer App
4. Scroll to the bottom of the page to agree to the terms check the box and then click accept
5. Enter all required information
6. When completed save it to your computer and email it to alivia@meadvilleymca.org

PA Child Abuse History

1. Log on to <https://www.compass.state.pa.us/cwis/public/home> through Google Chrome Create an individual account.
2. Click NEXT at the bottom of the page. Create a "Keystone ID"
3. Use an e-mail you can check immediately. Once you have selected your 3 security questions and answers print that page, then click submit.
4. Check your email for your temporary password Log in using temporary password, it will instruct you to choose a permanent password.
5. Log back in using your permanent password. SAVE info somewhere! You will log back on to print clearance.
6. Access my Clearance Scroll down and select next Create clearance application + All previous names, family members, and addresses from application.
7. Submit and print the confirmation page & log out.
8. When you get it back in the email, log in and print. **Alivia needs a copy when you get it back.**

ID: _____

Permanent Password: _____

Security Question/Answer: _____

Security Question/Answer: _____

Security Question/Answer: _____



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YMCA of Meadville
Disclosure Statement Application for Adult Volunteers
Required by the Child Protective Service Law
23 Pa.C.S. Section 6344.2 (relating to volunteers having contact with children)

I swear/affirm that I am seeking a volunteer position and AM NOT required to obtain a certification through the Federal Bureau of Investigation (FBI), as:

- The position I am applying for is unpaid; and
- I have been a resident of Pennsylvania during the entirety of the previous ten-year period.

I understand that if I have not been a resident of Pennsylvania during the entirety of the previous ten-year period, but have received certification from the FBI since establishing residency I must provide a copy of the certification to Program Administrator and am not required to obtain any additional FBI certifications.

I swear/affirm that, if providing certifications that have been obtained within the preceding 60 months, I have not been disqualified from services as outline below or have not been convicted of an offense similar in nature to a crime listed below under the law or former laws of the United States or one of its territories or possessions, another state, the District of Columbia, the Commonwealth of Puerto Rico or a foreign nation, or under a former law of this Commonwealth.

In consideration of my volunteer eligibility (or continued volunteer eligibility if I am currently a volunteer) with the YMCA of Meadville:

(Please Print)

I, _____ hereby authorize and give consent for the YMCA of Meadville to run a background check to ensure my qualifications as a volunteer. I swear/affirm that I have not been named as a perpetrator of a founded report of child abuse within the past five (5) years as defined by the Child Protective Services Law. I swear/affirm that I have not been convicted of any of the following crimes under Title 18 of the Pennsylvania consolidated statutes or of offenses similar in nature to those crimes under the laws or former laws of the United States or one of its territories or possessions, another state, the District of Columbia, the Commonwealth of Puerto Rico, or a foreign nation, or under a former law of this Commonwealth:

Chapter 25	(relating to criminal homicide)
Section 2702	(relating to aggravated assault)
Section 2709.1	(relating to stalking)
Section 2901	(relating to kidnapping)
Section 2902	(relating to unlawful restraint)
Section 3121	(relating to rape)
Section 3122.1	(relating to statutory sexual assault)
Section 3123	(relating to involuntary deviate sexual intercourse)
Section 3124.1	(relating to sexual assault)
Section 3125	(relating to aggravated indecent assault)
Section 3126	(relating to indecent assault)
Section 3127	(relating to indecent exposure)
Section 4302	(relating to incest)
Section 4303	(relating to concealing death of child)
Section 4304	(relating to endangering welfare of children)
Section 4305	(relating to dealing in infant children)
Section 5902 (b)	(relating to prostitution and related offenses)
Section 5903 (c) (d)	(relating to obscene and other sexual material and performances)
Section 6301	(relating to corruption of minors)
Section 6312	(relating to sexual abuse of children), or an equivalent crime under Federal Law or the law of another state

I swear/affirm that I have not been convicted of a felony offense under Act 64-1972 (relating to the controlled substance, drug device and cosmetic act) committed within the past five years.

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I understand that I shall not be approved for service if I am named a perpetrator of a founded report of child abuse withing the past five (5) years or have been convicted of any of the crimes listed above or of offenses similar in nature to those crimes under the law or former laws of the Unite State or one of its territories or possessions, another state, the District of Columbia, the Commonwealth of Puerto Rico or a foreign nation, or under a former law of this Commonwealth.

I understand that if the administrator of a program, activity or service has a reasonable belief that I was arrested or convicted for an offense that would constitute grounds for denying participation in a program, activity or service under the Child Protective Services Law, or was named as perpetrator in a founded or indicated report, or I have provided notice as required under this section, the administrator of a program, activity or service shall immediately require me to submit current certifications obtained through the Department of Human Services, the Pennsylvania State Police, and the Federal Bureau of Investigation, as appropriate. The cost of certifications shall be borne by the entity of the program, activity or service.

I understand that if I willfully fail to disclose information required above, I commit misdemeanor of the third degree and shall be subject to discipline up to and including denial of a volunteer position

I understand that certification obtained for the volunteering purpose can only be used for that purpose and cannot be used for employment purposes.

I understand that that person responsible for the administrator of a program, activity or service is required to maintain a copy of my certification.

I understand that I must be dismissed if I am named as a reported sex offender or listed on the National Sex Offender registry or have been convicted of any of the crimes listed above

I hereby swear/affirm that the information as set forth above is true and correct. I understand that false swearing is a misdemeanor pursuant to Section 4903 of the Crimes Code.

I hereby release from liability and promise to hold harmless under any and all possible claims or causes of action (i) any and all persons or entities who shall furnish such information of the YMCA of Meadville, its officers, agents or employees, and (ii) the YMCA of Meadville, its officers, agents or employees for any statements, acts or omissions in the course of obtaining said information. Furthermore, I understand that this release is signed, free from duress, and with the full knowledge and understanding that any information obtained will be used in assessing my relative volunteer eligibility with the YMCA of Meadville. By my signature below, I hereby acknowledge the information outline about and I also authorize the YMCA of Meadville to obtain such records.

Name:

Signature:

Date Signed:

Witness Signature:

Date Signed:



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Thank you for volunteering with the YMCA of Meadville. We appreciate your time, talent, and enthusiasm. Below is the Volunteer Code of Conduct that is used to guide volunteer actions and responsibilities. Please feel free to email talyn@meadvilleymca.org with any questions.

Purpose of Volunteer Code of Conduct

The purpose of these policies is to provide overall guidance, structure and direction to volunteers and staff throughout the volunteer process. This Code of Conduct does not constitute, either implicitly or explicitly, a binding contractual or personal agreement. The YMCA reserves the right to change the Code of Conduct at any time and to expect adherence to the changed policy.

As a YMCA volunteer, I pledge to:

1. Be an Ambassador of the Y and represent the YMCA by upholding the Y's values of Caring, Honesty, Respect, and Responsibility. At the YMCA, all program participants are treated with fairness and equality regardless of gender, gender identity, race/color, age, religion, national origin, veteran status, socio-economic status, ability/disability, or other legally protected class.
2. Attire should accommodate participation in program activities. No clothes or items advertising alcohol, drugs, sexuality, etc.
3. Be free of the influence of alcohol or illegal drugs during volunteer hours. Smoking or use of tobacco on Y properties is prohibited.
4. Volunteers will not have sexually oriented materials, including printed or online pornography, on our organization's property.
5. Limited non-essential cell phone use as not to interfere with my volunteer duties.
6. Participate in program activities to the best of my ability as directed by Y staff. I will be provided directions/ instruction by the Y staff and will speak with my supervisor if I have questions or concerns about my volunteer job.
7. Ensure the program participant's safety. I may not have any illness that could adversely affect participants.
8. I understand that I am free to exercise my full liberties as a citizen, including the right to express my personal convictions on issues such as social, economic, religious, and political subjects. However, I must refrain from giving any impression that my views and positions are those of the YMCA.
9. I understand that volunteering with the Y carries an obligation to avoid situations that could produce conflict of interest of the Y. Additionally, I may not accept any personal gifts, special payments, or unusual hospitality favors.
10. I will perform my duties on a regularly scheduled and timely basis. If expecting to be absent from a scheduled duty, I will inform my supervising staff member as far in advance as possible so that alternative arrangement may be made.
11. Abide by the following policies as listed below;
 - a. I should never be alone with program participants. Staff members must be with me during program time.

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- b. I shall not abuse participants or staff members in any way including physical, verbal, sexual, emotion/psychological abuse and neglect. No type of abuse will be tolerated and is cause for immediate dismissal and will be reported to the appropriate authorities.
- c. I will respect program participants' right to not be touched in ways that make them feel uncomfortable, and their right to say no. Program participants should never be touched in areas that would be covered in a bathing suit, and I must be careful and respectful of other's comfort level even when giving a pat on the back or a friendly hug.
- d. I will use positive techniques of guidance, including redirection, positive reinforcement, and encouragement rather than competition, comparison, criticism and anger. I am not allowed to discipline the participants; this responsibility is for staff only
- e. I should report to my volunteer supervisor with any concerns regarding staff, participants, or other volunteers.
- f. Staff may not be alone with children they meet in YMCA programs outside of the YMCA. This includes babysitting, sleepovers, and inviting children to your home. Any exceptions require written explanation before the fact and are subject to administrator approval.
- g. All volunteers are prohibited from accessing displaying, producing, possessing, or distributing pornography on YMCA property or equipment or during any organization-associated activity.

12. *Under Pennsylvania State Law, volunteers taking an integral part of regularly scheduled program, activity, or service and accept responsibility for a child, are considered mandated reporters of child abuse.* This includes unpaid (volunteers) individuals. Child abuse, according to the CPSL, includes any recent act or failure to act by perpetrator which causes non-accidental serious physical injury, or non-accidental serious mental injury to a child under 18 years of age, sexual abuse, or sexual exploitation to a child under 18 years of age, and serious neglect. "Recent" is defined as an abusive act within two years from the date ChildLine is called. Sexual abuse has no time limit. Child abuse also includes any recent act, failure to act, or series of acts or failures to act by perpetrator that creates imminent risk of serious physical injury to or sexual abuse or exploitation of a child under 18 years of age. The law says that mandated reporters must immediately make a report or notify the person in charge. The person in charge or the designee must make a report of suspect child abuse immediately to ChildLine at 1-800-932-0313. Follow up with your supervisor to ensure that appropriate action has been taken.

By submitting this form, I agree to abide by this Code of Conduct and any violation will reviewed by the YMCA and, if necessary, appropriate action taken.

I Understand all the above responsibilities

I have questions

Name: _____ Date: _____

Parent/Guardian (volunteers under 18) _____ Date: _____

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