



Formerly Birth To Three

Volunteer & Intern Application Form

PLEASE PRINT LEGIBLY

Legal Name: _____ Today's Date: _____

Home Phone: _____ Cell Phone: _____ Work Phone: _____

E-mail PLEASE WRITE CLEARLY: _____

Address: _____
Street Number City State Zip

STUDENTS: YOU MUST INCLUDE Permanent Address & Phone (if different from above):

Permanent Phone: _____

Permanent Address: _____
Street Number City State Zip Country

If you are a student, where do you go to school? _____ Year/Grade: _____

Education/Major/Training: _____

Expected graduation date: _____

Occupation: _____ Employer: _____

Languages spoken (other than English): _____

Interests, skills, hobbies: _____

Have you ever done volunteer work before? _____ What & where?

Where did you hear about us? _____ Explain why you are interested in volunteering with Parenting Now!

Were you in a Parenting Now!/Birth To Three group as a baby? Year: _____ As a parent? Year: _____

Convenient times for you to volunteer are: Mornings _____ Afternoons _____ Evenings _____

How many hours can you volunteer? Weekly _____ Monthly _____

I will be a (check one):

Volunteer: ---OR--- **Intern/Practicum Student:** From _____ term to _____ term, 20____ Dept: _____

If a Intern/Practicum Student, who is your UO supervisor? _____ Phone: _____

PLEASE COMPLETE OTHER SIDE

For Office Use

Date Rec'd: _____ Orientation: _____ Criminal Record Ck: _____ DB: _____ Copy to: _____ Photo? _____

Statement of Confidentiality, Criminal Conviction Policy & Criminal Background Check

All information about Parenting Now! families is confidential. Staff and volunteers may have regular meetings to enable open discussion of any concerns or problems. These meetings as well as telephone conversations or one-on-one contacts with staff are the appropriate ways to share concerns of a confidential nature. Protection of the identity of group participants will be maintained within the group. All written files are strictly confidential and contents are not to be disclosed. Casual disclosures to friends or family members are not only potentially harmful, but are also illegal. Breach of confidentiality may result in dismissal. Parenting Now! is required to report child abuse to the State Office of Services to Children and Families. Volunteers and staff members are responsible for privately discussing any out-of-the-ordinary behavior that they may observe, with Parent Educator or other site supervisor. Parenting Now! will run criminal checks on volunteers working with children and families. I agree to a criminal background check per ORS 181.555 and ORS 181-560.

I understand and agree to comply with the above statement.

Signature of Volunteer _____

Date _____

Parenting Now! will run criminal checks on volunteers working with children and families. Please answer the following:

- (1.) Have you ever been convicted of a crime involving offenses against children? Yes: _____ No: _____
- (2.) Have you ever been convicted of a crime involving harm to another person, or any other offenses against persons? Yes: _____ No: _____
- (3.) Have you ever been convicted of a crime involving dishonesty, theft or other offenses against property? Yes: _____ No: _____
- (4.) Within the past 10 years, have you been convicted of a crime involving possession of a controlled substance? Yes: _____ No: _____
- (5.) Have you ever been convicted of any other crime? Yes: _____ No: _____ If yes, please explain: _____
- (6.) Have you ever been involved with DHS Child Welfare? Yes: _____ No: _____
- (7.) Have you ever been involved with DHS Child Welfare & your case was considered "founded" or "unable to determine"? Yes: _____ No: _____
- (8.) Have you ever lost custody of your children to DHS or another agency? Yes: _____ No: _____

Please note: A criminal record will not necessarily disqualify an applicant but will be considered as it relates to specifics of the position.

Are you under 18 years of Age: Yes: _____ No: _____ How long have you lived in Oregon? _____

Previous states you have lived in/dates you lived there. Please include the COUNTY you lived in: _____

Date of Birth: _____ Soc. Security #: _____ Driver's License # AND State : _____

Alias/Maiden Name: _____

Please list two references who have knowledge of your qualifications (employer, instructor, etc, not personal friends/family/relatives)

1. Name: _____ Phone: _____ Relationship: _____

2. Name: _____ Phone: _____ Relationship: _____

.....**Below for office use**.....

Date: _____	Ref: _____	By: _____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
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_____	_____	_____
_____	_____	_____
_____	_____	_____

Date: _____	Ref: _____	By: _____
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_____	_____	_____



Volunteer & Intern Assignment , Agreements and Liability Waiver

Name: _____ Date: _____
(Please print legibly)

(1) Assignment(s) & Times: _____

(2) Performance Agreement

I agree to perform tasks to the best of my ability within the agreed-upon time period. I will notify the Children's Program Manager or Volunteer Coordinator if I am unable to complete the task(s) on time, am going to be absent or intend to resign. **Initial:** _____

(3) Confidentiality

I understand that written or spoken information I receive about children or families involved in Parenting Now! programs and services must be kept strictly confidential and not discussed with anyone outside the organization. **Initial:** _____

(4) Mandatory Reporting

According to ORS 419B.010 I understand that if I have reasonable cause to believe that a child has suffered abuse, I am required to report it to the local office of the State Office of Services to Children and Families, or to a law enforcement agency. I also agree that I will inform/consult my Parenting Now! supervisor about my concerns. **Initial:** _____

(5) Safety Agreement

I agree to minimize hazardous risks to reduce possible accident or injury exposure while working on Parenting Now! projects/programs/events by adequately preparing, taking reasonable precautions, and ensuring responsible safeguards. I understand that I am not allowed to transport Parenting Now! families and/or their children in any automobile. **Initial:** _____

(6) Consent to Release Rights to Photographic Images and Media

Parenting Now! occasionally photographs or videotapes volunteers and families and uses the images in promotional materials such as brochures, etc. I hereby authorize Parenting Now! to use any or all of my photographic or videotaped images in agency publications and/or the Parenting Now! website or other media. I further acknowledge that my authorization and permission is voluntary and that I will not be paid any royalties, fees or other form of remuneration.

Signature: _____ Date: _____

(7) Agreement to Seek Prior Approval for Photographing and/or Videotaping

I understand that if I have been asked to record images of Parenting Now! program participants or events, I will obtain written permission from them to do so. **Initial:** _____

(8) Dress Code

To foster an atmosphere of professionalism, Parenting Now! has a dress code that prohibits wearing clothes that could be distracting to others (e.g., provocative clothing, bare feet, adult slogans on t-shirts, extremely short skirts, low-cut tops, spaghetti straps, bare midriffs, etc.) or that limit your ability to perform your duties (e.g., platform shoes in the Children's Program.) I agree to adhere to this dress code. **Initial:** _____

FOR INTERNS ONLY

(9) Internship Agreement

- a) I agree to submit a 2–3 page paper summarizing my experiences and observations at the end of each quarter.
- b) I agree to submit any forms or evaluations that need to be completed by staff directly to my site supervisor at least a week in advance of the due date. I understand that it is my responsibility to keep track of my paperwork to make sure it is ready by its due date.
- c) I understand that I am here primarily to observe, learn and assist and that personal opinions contrary to the curriculum taught by Parenting Now may not be expressed to Parenting Now families, but are welcome and encouraged during private discussions with staff.
- d) Parenting Now has my permission to use quotes from my paper in promotional materials and on its website. **Initial:** _____

Signature: _____ Date: _____

Waiver of Liability

I, the undersigned, being a volunteer involved with Parenting Now!, or being the parent or legal guardian of such a volunteer with Parenting Now!, in consideration of my or another's participation with Parenting Now!, hereby, for myself and any volunteer for whom I am a parent or legal guardian release, discharge, hold harmless, and forever acquit Parenting Now!, their officers, agents, representatives and employees from any and all actions, causes of action, claims or any liabilities whatsoever, known or unknown now existing or which may arise in the future, on account of or in any way related to or arising out of my volunteer participation or my minor child's participation with Parenting Now!.

I understand that I am a volunteer for all purposes, including workers compensation, and am not an employee of Parenting Now!, and their officers, agents, representatives and employees, and as such they are not responsible for injury or death of myself and any volunteer for whom I am a parent or legal guardian which may occur while acting as a volunteer.

I, *(printed name)*

have read and understand all of the above on this date:

Signed:

