Tab B-1

Episcopal Diocese of San Diego: Application for Church Workers

Episcopal Diocese of San Diego
Application for Church Workers

Name of Applicant:_____

Name of Church: _____

Location of Church: _____

Church Position Sought: _____

Section I – General Information

All Applicants Must Complete This Section

(Where a resume is also submitted, information on that resume need not be repeated here.)

Date of application: _____

Applicant's name: _____

Last First Middle

Applicant's current address: _____

Applicant's social security number: _____

Applicant's home telephone (with area code):_____

1. Have you ever used a name that is different from the one listed on this application (for example, married, maiden, a.k.a.)?

If so, list all such names: _____

2. Do you have a driver's license? _____

If yes, what state issued the license? _____

What is your driver's license number? _____

NOTE: In order to verify identity of applicants, we ask applicants to show their driver's license to the person conducting their interview.

3. List your last two previous home addresses (street, apartment number if applicable, city, state, and zip code):

Address One: _____

Address Two: _____

Name of Applicant:

_____

4. List where you went to school and the year you graduated (if you did not graduate, please note.):

High School: _____

Year graduated: _____

College: _____

Year graduated: _____

Graduate School: _____

Year graduated: _____

5. List your employers for the past ten years:

Employer One:

Date of employment:_____

Position held: _____

Name of employer: _____

Address of employer (street, city, state): _____

_____

Telephone number of employer:_____

Contact Person for employer: _____

Employer Two:

Date of employment:_____

Position held: _____

Name of employer: _____

Address of employer (street, city, state): _____

_____

Telephone number of employer:_____

Contact Person for employer: _____

Employer Three:

Date of employment:_____

Position held: _____

Name of employer: _____

Address of employer (street, city, state): _____

_____

Telephone number of employer:_____

Contact Person for employer: _____

Name of Applicant: _____

Name of employer: _____

Telephone number of employer: _____

Contact Person for employer: _____

6. On what date will you be available to begin work? _____

7. What is the minimum length of your commitment to this position? _____

8. Have you ever had a business or professional license revoked or suspended?

If so, give full details: _____

_____

9. Are you currently the member of a church?

If so, list its name and address, and how long you have been a member:

_____

_____

10. List the name and address of any other churches that you have regularly attended during the past five years.

_____

_____

_____

_____

Please list three personal references. **(Do not list former employers or relatives)**
Address include: city, state, zip code

Name: _____

Complete Address: _____

_____

Telephone (with area code): _____

Name: _____

Complete Address: _____

_____

Telephone (with area code): _____

Name: _____

Complete Address: _____

_____

Telephone (with area code): _____

Section II - Driving Information

Name of Applicant: _____

Only Applicants Whose Work Duties Will Include Driving Must Complete this Section:

12. Have you ever been convicted of driving under the influence of drugs or alcohol?
If so, list each such charge, when and where it was made, and its outcome:

_____

_____

_____

_____

13. Has your driver's license ever been revoked or suspended?
If so, give full details:

_____

_____

_____

_____

14. Applicants for positions that include driving are required to provide the following documentation:
• A copy of his/her driving record from the California Division of Motor Vehicles.
• Proof that he/she carries automobile insurance

Section III - Youth/Child Workers

Only Applicants Whose Duties Include Supervision or Custody of Minors (excluding "Sunday Morning Only" workers) Must Complete This Section

Name of Applicant: _____

15. What type of children's or youth work do you prefer?

16. Describe all of your previous church work involving children or youth. Identify the church, its location, the dates of your work there, and the type of work you performed.

17. Describe any callings, gifts, training, education, or other factors that have prepared you to work with children or youth.

18. Have you ever been convicted of any offense involving the abuse or mistreatment of children? **If so, give full details:**

18b. Have you ever been convicted of:
a) a misdemeanor involving lying, stealing or cheating?
b) a felony? **If so, give full details:**

19. Describe any concerns you may have, based on your personal history, about taking a position that requires supervision, guidance and/or care of children or youth.

Section IV – Certification and Authorization for Background Checks

All Applicants Must Complete This Section

20. If you are offered a position, you will be asked to sign a certification that you: a) have not been convicted of any crime involving child abuse and/or neglect, nor had any such conviction expunged; b) have not been alleged in a civil proceeding to have sexually abused a child; c) have never committed an act of child sexual abuse; and d) have not been diagnosed with any paraphiliac psychological condition, as defined by the American Psychiatric Association, including, but not limited to, pedophilia, exhibitionism or voyeurism.

Are you willing to sign such a certification? Yes____ No____

I hereby certify, under penalty of perjury, that the information given in the foregoing Application for Church Workers is true, complete and correct.

I further certify that I understand and agree that a complete background investigation, including but not limited to a judgment search, credit check and criminal background check, may be conducted with respect to me. I also understand and agree that this information may be verified by contacting persons and organizations with whom I have had contact, or which may have information concerning me. I hereby release and agree to hold harmless from liability any person or organization that provides such information. I also agree to release and hold harmless the Diocese of San Diego and _____ (parish name), their officers, employees, agents and volunteers from any and all liability as it relates to any investigation taken by them regarding the information contained in this application, or any action taken by them as a result of such investigation.

Name of Applicant (print): _____

Signature of Applicant: _____

Date: _____