



The Diocese of Houma-Thibodaux appreciates your willingness to share your faith, gifts and skills. Providing safe and secure programs is of utmost importance to us. The information gathered in this application is designed to help us provide the highest quality Catholic programs for the people of our community. For your privacy, this form will be stored in a locked environment.

Please complete and return this form to the pastor, volunteer coordinator at the parish, school or agency at which you wish to provide volunteer services.

- Check if any of your ministry roles involve contact with young people.
- Check if none of your ministry roles involve contact with young people.

Applicant

Title : Rev. Mr. Ms. Mrs. Br. Dr. Dcn. Sr. _____

Last Name _____ First Name _____ Middle Name _____ Male Female

Street Address _____ City, State, Zip _____

Home Phone _____ Cell Phone _____ Work Phone (Can we contact you at work?) Yes No

Email Address—please print clearly **you will be contacted at this address to begin your online Safe Environment training*

Ministry Information

Primary Volunteer Location: (This should be the same location you choose for your online Safe Environment training)

_____ Church Parish Catholic School Catholic Charities

Other Volunteer Locations:

List the name of all titles/ministries in which you desire to participate?

***Safe Environment**

If your role involves contact with children, you are required to take the online Safe and Sacred, Safe Environment training before starting your new role/volunteering at a diocesan parish or Catholic school.

Step one: ***Complete this Volunteer Ministry Application and return it to the location you would like your training to be registered.***

Step two: ***Your registered location's SEC will contact you via email to begin the online training at hdiocese.org/se-training***

The training includes:

Background Check

Safe and Sacred Training

Code of Professional Conduct

Emergency Contact Information

Last Name _____ First Name _____ Relationship _____

Home Phone _____ Cell Phone _____ Work Phone: Can we contact you at work? Yes No

Business/Community Experience/Clubs/Organizations

(include only those which might relate to the work/ministry/service for which you are volunteering)

Work/Volunteer Experience

List present and past service, beginning with the most recent. If additional space is needed, please use another sheet of paper and attach to this sheet)

Employer Name/Address/Phone Number	Position Held/Beginning & Ending dates	Duties
May we contact this employer? Yes No Supervisor:		
May we contact this employer? Yes No Supervisor:		

References (3 required — provide one in each category — must be 18 years or older)

Be sure to include all of the information requested.

Reference Type	Reference Full Name	Address (City, State, Zip)	Daytime Phone	How long have you known this person?	Your relationship to this person?	For office use: Initial/Date reference Contacted
Personal						<input type="radio"/> Contacted Initial/Date:
Family Member or Other Personal						<input type="radio"/> Contacted Initial/Date:
Professional/Civic						<input type="radio"/> Contacted Initial/Date:

THE FOLLOWING IS AN IMPORTANT PART OF THE PROFILE AND SHOULD BE READ CAREFULLY

I understand that acceptance of my services by the parish/school does not constitute an employment contract and no agreement to the contrary (written, stated, or implied) will be recognized unless entered into with the pastor/principal. I understand that my volunteer services with the parish/school shall depend on satisfactory replies from my references and former employers/supervisors. I also understand that if my responsibilities involve contact with minors, I must undergo a criminal background check. I agree to abide by the rules, policies, and Code of Ethics of the Diocese of Houma-Thibodaux. I agree that while the parish/school may have in effect certain personnel procedures and practices, neither the existence of the procedures and practices, nor the parish/school's use or failure to use them, creates any obligation between the parish/school and myself. I understand that my services are for no definite time period and may be terminated with or without notice, at any time, for any reason, or no reason, by the pastor/principal or by me. I further understand that hours of service will be flexible.

I authorize the parish to verify any statements made by me on the profile and on any other parish form(s) completed by me. I authorize all persons having knowledge of me or my records to release such information to the parish. I release these companies and persons and the parish from any and all liability or claims that may arise by such disclosures or investigations.

I certify that the statements made by me on this profile are true, complete and correct and it is further understood that should any falsification be discovered, it will constitute grounds for non-acceptance or for immediate dismissal.

Volunteer's Signature

Date