



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

CHANGE LIVES CHANGE YOUR COMMUNITY



VOLUNTEER APPLICATION:

Date: _____

Mark all of the areas you are interested in volunteering:

- | | | |
|--|---|--|
| <input type="checkbox"/> Administration/Clerical | <input type="checkbox"/> Aquatics | <input type="checkbox"/> Youth Sports |
| <input type="checkbox"/> Special Events | <input type="checkbox"/> Wellness/Fitness | <input type="checkbox"/> Adult Sports |
| <input type="checkbox"/> Maintenance | <input type="checkbox"/> Tot Spot | <input type="checkbox"/> Tutor/ Mentor |
| <input type="checkbox"/> Greeters | <input type="checkbox"/> Youth Programs | <input type="checkbox"/> Camp |
| | | <input type="checkbox"/> Annual Campaign |

Name _____

Address _____ City/State/Zip _____

Phone _____ Email _____

DOB: ___/___/___ Are you over 18? ___

You must supply your Social Security # for Background Check

Have you ever volunteered at the Y before? ___ Yes ___ No

MARK THE DAYS AND TIME AVAILABLE TO VOLUNTEER:

Weekdays Mon. _____ Tues. _____ Wed. _____ Thurs. _____
Weekends Fri. _____ Sat. _____ Sun. _____

Have you ever been convicted of a felony? ___ Yes ___ No

Have you had any criminal convictions for child abuse or sex-related crimes ___ Yes ___ No

Are you a member of the YMCA? ___ Yes ___ No

What volunteer position are you seeking?

Why are you interested in volunteering with the YMCA?

Emergency Contact: _____ Phone: _____

Relationship to you: _____

ALL SCREENED VOLUNTEERS MUST COMPLETE A VIDEO COURSE THAT WILL BE EMAILED TO YOU. WE TRACK YOUR COURSE COMPLETION SO PLEASE ALLOW TIME PRIOR TO INCURRING ANY VOLUNTEER HOURS.

EMPLOYMENT:

Please fill out your current employment information

From:	To:	Employer:	Phone:
May we contact for reference? <input type="radio"/> Yes <input type="radio"/> No		Complete Address:	Job Title:
Supervisor:		Summarize the nature of your work and job responsibilities?	

REFERENCES:

List three references that have known you at least three years whom you authorize us to contact:

TYPE	NAME	CONTACT INFORMATION	YEARS KNOWN
Personal		Email: Phone:	
Professional		Email: Phone:	
Professional		Email: Phone:	

*Professional reference may include supervisors, co-workers, faith leaders, teachers or school counselors.

**Personal reference should know the applicant for a minimum of one year.

Signature of Applicant _____ Date _____

Parent Signature _____ Date _____

GENEVA LAKES FAMILY YMCA – STATEMENT OF APPLICANT

In the Geneva Lakes Family YMCA efforts to attract the highest quality volunteers, I have been advised and authorize, that, as a part of the application process for volunteer service with the YMCA, an extensive inquiry will be made concerning my background, employment, activities and character, and I fully consent to and authorize all such inquiries.

I understand that my continued involvement as a volunteer is contingent upon a clear criminal history background check. If the Geneva Lakes Family YMCA accepts my volunteer service, I will comply with all policies set forth by the Organization. I have read, understand and support the YMCA’s position on the problem of child abuse. I hereby waive any right to claim that any request or investigation is an invasion of my privacy, since it is made with my consent and it is in my interest that I be considered for volunteer service.

I certify that all statements made by me on this application are true to the best of my knowledge and that I have withheld nothing that would, if disclosed, affect this application unfavorably. I understand and agree that any misrepresentation or omission of facts would exclude my being considered for volunteer service or, after my service begins, may be cause for termination. I understand and agree that if my services as a volunteer are accepted, there is no contract period for volunteer service and my volunteer service would be solely “at will,” giving either me or the YMCA the right to terminate my volunteer service at any time without liability or obligation.

I hereby acknowledge that I have read and understood the above statement and that I voluntarily sign this application.

Signature of Applicant

Date

Signature of Parent or Guardian (If applicant is under 18yrs of age)

Date

GENEVA LAKES FAMILY YMCA- Volunteer Code of Conduct

- Our volunteers will exhibit the highest ethical best practices and personal integrity.
- Our volunteers will provide a professional work environment that is free from physical, psychological, written, or verbal intimidation or harassment.
- Our volunteers will not physically, sexually, or emotionally abuse or neglect a youth or adult.
- Our volunteers will share concerns about suspicious or inappropriate behavior with their supervisor or administrator.
- Our volunteers will report any suspected abuse or neglect of a youth to the state authorities.
- Our volunteers will accept their personal responsibility to protect youth and adults from all forms of abuse.

Code of Conduct with Youth

The following policies are intended to assist volunteers in making decisions about interactions with youth. For clarification of any guideline, or to inquire about behaviors not addressed here, contact your supervisor.

Our organization provides our youth with the highest quality services available. We are committed to creating an environment for youth that is safe, nurturing, empowering, and that promotes growth and success.

No form of abuse will be tolerated, and confirmed abuse will result in immediate dismissal from our organization. Our organization will fully cooperate with authorities if allegations of abuse are made that require investigation.

The Conduct with Youth outlines specific expectations of volunteers as we strive to accomplish our mission together.

1. Youth will be treated with respect at all times.
2. Youth will be treated fairly regardless of race, sex, age, or religion.
3. Volunteers will adhere to uniform best practices of displaying affection as outlined by our organization.
4. Volunteers will avoid affection with youth that cannot be observed by others.
5. Volunteers will adhere to uniform best practices of appropriate and inappropriate verbal interactions as outlined by our organization.
6. Volunteers will not stare at or comment on youth's bodies.
7. Volunteers will not date or become romantically involved with youth.
8. Volunteers will not use or be under the influence of alcohol or illegal drugs in the presence of youth.
9. Volunteers will not have sexually oriented materials, including printed or online pornography, on our organization's property.
10. Volunteers will not have secrets with youth and will only give gifts with prior permission.
11. Volunteers will comply with our organization's policies regarding interactions with youth outside of our programs.
12. Volunteers will not engage in inappropriate electronic communication with youth.
13. Volunteers are prohibited from working one-on-one with youth in a private setting. Staff and volunteers will use common areas when working with individual youth.
14. Volunteers will not abuse youth in anyway including (but not limited to) the following:

Physical abuse: hitting, spanking, shaking, slapping, unnecessary restraints

Verbal abuse: degrading, threatening, cursing

Sexual abuse: inappropriate touch, exposing oneself, sexually oriented conversations

Mental abuse: shaming, humiliation, cruelty

Neglect: withholding food, water, shelter

15. Our organization will not tolerate the mistreatment or abuse of one youth by another youth. In addition, our organization will not tolerate any behavior that is classified under the definition of bullying, and to the extent that such actions are disruptive, we will take steps needed to eliminate such behavior. Bullying is aggressive behavior that is intentional, is repeated over time, and involves an imbalance of power or strength. Bullying can take on various forms, including:
1. *Physical bullying* – when one person engages in physical force against another person, such as by hitting, punching, pushing, kicking, pinching, or restraining another.
 2. *Verbal bullying* – when someone uses their words to hurt another, such as by belittling or calling another hurtful names.
 3. *Nonverbal or relational bullying* – when one person manipulates a relationship or desired relationship to harm another person. This includes social exclusion, friendship manipulation, or gossip. This type of bullying also includes intimidating another person by using gestures.
 4. *Cyberbullying* – the intentional and overt act of aggression toward another person by way of any technological tool, such as email, instant messages, text messages, digital pictures or images, or website postings (including blogs). Cyberbullying can involve:
 1. Sending mean, vulgar, or threatening messages or images;
 2. Posting sensitive, private information about another person;
 3. Pretending to be someone else in order to make that person look bad; and
 4. Intentionally excluding someone from an online group.
 5. Hazing – an activity expected of someone joining or participating in a group that humiliates, degrades, abuses, or endangers that person regardless of that person’s willingness to participate.
 6. Sexualized bullying – when bullying involves behaviors that are sexual in nature. Examples of sexualized bullying behaviors include sexting, bullying that involves exposures of private body parts, and verbal bullying involving sexualized language or innuendos.

Anyone who sees an act of bullying, and who then encourages it, is engaging in bullying. This policy applies to all youth, staff and volunteers.

16. Volunteers will report allegations or incidents of abuse to the proper state authority. Please refer to the specific guidelines of your state regarding mandated reporting below.
17. Volunteers may not have engaged in or been accused or convicted of child abuse, indecency with a child, or injury to a child.
19. Volunteers are required to report to a supervisor: A) any other staff or volunteer who violates any of the policies listed in this Code of Conduct. B) if they are arrested or convicted of a crime while employed or volunteering for the organization.
20. Volunteers will display and uphold the Character Development values of Caring, Honesty, Respect and Responsibility, as consistent with the Mission of the YMCA, by leading by example and incorporating the values in their programs and positions.
21. The Geneva Lakes Family YMCA follow the guidelines of the SAFE SPORT ACT: All staff and volunteers authorized to interact with minor athletes are now mandated reporters. Reports must be filed within 24 hours to appropriate law enforcement agencies. Additional Requirement: If the report is coming from allegation in a National Governing Body (USA Swimming), you must also report to the US Center for Safe Sports within the same 24 hours <https://safesport.org/or 720-531-0340>.

MONITORING & REPORTING STANDARDS

I will be aware of and report to the YMCA any signs of sexual, physical, or emotional abuse, or neglect. I will monitor the actions of other staff, volunteers and adults and will bring any behavior that is concerning in any manner or inconsistent with the YMCA Child Abuse Prevention standards to the attention of someone in authority at YMCA. I will immediately report any suspicion or allegation of abuse or neglect to local law enforcement and Child Protective Services by calling 262-741-3200. I understand by law I am a mandated reporter. I will fully and unconditionally cooperate with all internal and third-party investigations related to any complaint, concern, or allegation of child abuse or otherwise. I understand the YMCA will pursue the prosecution of child abuse to the full extent of Wisconsin state laws. Any person accused or reported will be placed on temporary suspension pending the outcome of the investigation. I have read, understood, and will abide by the Geneva Lakes Family Child Abuse Prevention Code of Conduct and Behavior Standards.

Employee or Volunteer Signature

Date

Supervisor Signature

Date