



Holy Family  
Parish  
DOVETON

Parish Centre, 100 Power Rd.  
P.O. Box 34,  
DOVETON, 3177

## HOLY FAMILY PARISH DOVETON

### VOLUNTEER MINISTRY APPLICATION FORM

*Holy Family Parish Doveton is committed to the safety and wellbeing of all children, young people and vulnerable persons who have access to our Christian Community. We support the rights of the child, young person and vulnerable person and will act without hesitation to ensure a safe environment is always maintained. We also support the rights and wellbeing of our staff and volunteers and encourage their active participation in building and maintaining a secure environment for all participants.*

Personal/Contact Details:			
<b>Application Date</b>	DD/MM/YYYY -		
<b>Name</b> <i>(Please Include All Given Names)</i>			
<b>Date of Birth</b>		<b>Gender</b>	<input type="checkbox"/> Male <input type="checkbox"/> Female
<b>Home Address</b>			
<b>Postal Address</b>	<i>(If different from above)</i>		
<b>Contact Numbers</b>	<b>Home</b>		<b>Mobile</b>
<b>Email address</b>			
<b>Preferred method of contact</b>	<input type="checkbox"/> Home Telephone <input type="checkbox"/> Mobile <input type="checkbox"/> Email		
<b>Current occupation / study</b>	<input type="checkbox"/> Work <input type="checkbox"/> Study <input type="checkbox"/> Volunteer <input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Casual <u>Details:</u>		
<b>Language (s) spoken?</b>			
<b>Other voluntary work</b>			
<b>Hobbies / Interests</b>			
<b>Please indicate your availabilities in the space below:</b> <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Saturday <input type="checkbox"/> Sunday <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon <input type="checkbox"/> Late Afternoon <input type="checkbox"/> Evening <input type="checkbox"/> Weekly <input type="checkbox"/> Fortnightly <input type="checkbox"/> Monthly <input type="checkbox"/> Other...			

**Are you aware that Holy Family Parish Doveton requires a Working with Children's Check and/or National Police Records Check? Are you willing to undertake the checks required for the ministry?**

Yes

No

**If you have a current Working with Children's Check (WWCC), please fill in the details below:**

Card Type:  Volunteer  Employee

Card Reference Number: \_\_\_\_\_ Card Expiry Date: \_\_\_\_\_

Full Name on Card:

(Please ensure that you "Update" your "Organisation Details" on your WWCC "MyCheck Account.")

To do so please visit: <https://www.workingwithchildren.vic.gov.au/>

**If you have a current (applied for in the current year) National Police Record Check (NPC), please fill in the details below:**

Check Type:  Volunteer  Employee

Check Reference Number: \_\_\_\_\_ Check Approval Date: \_\_\_\_\_

Full Name on Check:

**\*Please Note: As of September 2019, anyone who has a Victorian Institute of Teaching (VIT) card needs to register any Volunteer Organisation they participate in. To do so please visit:**

[service.vic.gov.au/services/teachers-notifications/](https://service.vic.gov.au/services/teachers-notifications/)

**If you have a current Victorian Institute of Teaching Card (VIT), please fill in the details below:**

Card Type:  Volunteer  Employee  Retiree

Card Reference Number: \_\_\_\_\_ Card Expiry Date: \_\_\_\_\_

Full Name on Card:

### Private and Confidential Details

#### Medical Information:

Do you have any health/medical issues that may impact on your ability to perform a volunteer role with Holy Family Parish Doveton safely; or that we would need to relay to paramedics in the event of an emergency?

Yes

No

**Do you have any allergies, that we need to be made aware of? If so, what are you allergic to?**

\_\_\_\_\_

**Emergency Contact Name:** \_\_\_\_\_ **Contact Number** \_\_\_\_\_

#### Workers Compensation:

Have you submitted any workers compensation claims?  Yes  No

Do you currently have any open workers compensation claims?  Yes  No

Do you have any pending or closed claims pursuant to an applicable workers compensation case?

Yes  No

(If yes, please give details) \_\_\_\_\_

#### Privacy statement:

The personal information on this form is being collected for the purposes of recruiting and selecting volunteers wishing to work in the Parish of Holy Family Parish Doveton. The information may also be required for evaluation purposes. Any evaluation reports developed will not identify individual volunteers by name. This information may be shared with the Catholic Archdiocese of Melbourne Professional Standards Unit (CAM), Catholic Professional Standards Limited (CPSL) and the Victorian Commission of Children and Young People (CCYP).

By signing this form, I attest that the information supplied is true and accurate.

I understand that submitting this application form does not automatically register me a volunteer/minister but that there is a selection process including completion of a satisfactory Working With Children Check and participation in training. I confirm that I am willing to volunteer/minister for at least a six-month period and to attend training and information sessions when they become available. A minimum of two training sessions annually is mandatory.

Name in full: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Parish Ministries and Groups

Please **tick** any of the ministries or groups **you belong to or may wish to join**:

- Altar Server (over the 18 years of age) **(WWCC)**
- Audio Visual/Video Operator / Audio Taping Operator **(WWCC)**
- Baptism Preparation Team **(WWCC)**
- Bereavement Support Team **(WWCC)**
- Church Cleaners **(WWCC & NPC)**
- Children's Liturgy of the Word Team **(WWCC & NPC)**
- Empowering Young People Group Member **(WWCC)**
- Extraordinary Minister of the Eucharist Mass Captains **(WWCC)**
- Faith Development Program Team **(WWCC)**
- Flower Arrangement Team **(WWCC)**
- Finance Committee Member **(WWCC & NPC)**
- Friendship Group Member / Men's Group / Seniors Group **(WWCC)**
- Fundraising Committee Member **(WWCC)**
- Garden Development and Maintenance Team **(WWCC)**
- Piety Stall Volunteers **(WWCC)**
- Liturgical Year Preparation Team **(WWCC)**
- Mass Transportation Members **(WWCC & NPC)**
- Parish Choir Members **(WWCC)**
- Parish Hospitality Members **(WWCC & FHC)**
- Parish Office Support Team Members **(WWCC & NPC)**
- Parish Pastoral Council Committee Members **(WWCC & NPC)**
- RCIA Support/Sponsor/Team Members **(WWCC)**
- Readers of God's Word/ Lectors / Commentator **(WWCC)**
- Sacramental Program Team Members **(WWCC)**
- St. Vincent de Paul Team Leaders **(WWCC & NPC)**
- Thanksgiving Collectors / Counters **(WWCC & NPC)**
- Volunteer Tradespersons **(WWCC & NPC)**
- Youth Group Leaders / Members (over 18 years of age) **(WWCC & NPC)**
- Church Environment Team **(WWCC)**
- Mass Welcomers **(WWCC)**
- Social Justice Group Members **(WWCC)**
- Thanksgiving Counters **(WWCC & NPC)**