



Application for Volunteer Ministry

All of us at Portal 2:20 Teen Center appreciate your interest in working with us. A clear understanding of your background and history will help us potentially place you in a position that meets our objectives and those of your ministry. Qualified applicants are considered for all open positions without regard to race, color, national origin, sex, age, veteran status or the presence of a non-job-related medical condition or disability.

Please complete the following information.

Date of application: _____

Personal Information

Name: _____ Home Phone: _____

Address: _____

City: _____ State: _____ Zip Code: _____
Street Address *Apartment/Unit #*

Cell Phone: _____ Is texting okay at this number? Yes No

Email: _____ Are you 21 years of age or older? Yes No

Are you a citizen of the United States? Yes No Have you ever lived outside the state of Ohio? Yes No

Please list any states you have lived in since turning 18: _____

Volunteer Interest

Why would you like to volunteer with the Portal 2:20 Teen Center? _____

Date Available to Start: _____ Do you have dependable transportation? Yes No

How often would you like to volunteer? (Circle) Weekly Monthly Special Events Back-up Volunteer

Please specify days & hours you are available: _____

Do you use Social Media? Yes No If so, what platforms? _____

Have you ever volunteered at Portal before? Yes No If yes, when? _____

Do you have experience working or volunteering in another Christian ministry? Yes No

If Yes, briefly explain: _____

Educational Background

High School: _____ Grade Completed: _____

University/ College: _____ Years Completed: _____

Major Field of Study: _____ Graduated? Yes No

Technical/ Vocational: _____
Major Field of Study: _____

Years Completed: _____
Graduated? Yes No

Graduate/ Seminary: _____
Major Field of Study: _____

Years Completed: _____
Graduated? Yes No

Other apprenticeships, training programs, certifications or other special educational experiences: _____

Criminal and Disciplinary Record

Because our mission and purpose as a Christian ministry is to bring hope, love and healing to young people and their families, it is of great importance that we endeavor at all times to build our team with people of the highest moral and spiritual character. To maintain our high standards, we must ask all applicants to be prepared to subject themselves to certain personal, employment and criminal background checks.

For that purpose, please answer the following:

Have you ever been convicted of a crime or violation other than a minor traffic infraction? Yes No
If yes, please explain: _____

Have you ever been subject to disciplinary action, suspended, terminated or asked to leave a job or volunteer position by an employer or non-profit organization on the grounds that you engaged in child sexual abuse or neglect, or other unlawful behavior, or on the grounds that you violated an employer's sexual misconduct or harassment policy?
Yes No If Yes, please explain: _____

Have you ever been placed on probation within the past 10 years? _____

Have you ever been accused of having a substance* abuse problem, domestic violence or any sexual misconduct?

Yes No If yes, please explain: _____

Are you currently clean and sober? Yes No If so, for how long? _____

**Answering yes will not automatically exclude you from volunteering with us.*

Faith Background

Do you attend Church regularly? Yes No What Church do you attend? _____

Address: _____ City: _____ State: _____ Zip: _____

Are you a member? Yes No How long have you attended? _____

Describe when and how you became a Christian (attach additional pages if necessary): _____

Explain your Christian walk as it relates to your interest in Portal: _____

Employment/ Volunteer History

Give information as completely as possible, listing your **current** position first. ***Include employed/ self-employed periods, part-time, volunteer work and periods of unemployment.***

Company: _____ Phone Number: _____

Position: _____ Supervisor Name: _____

Summary of Duties: _____

Reason for leaving: _____

Dates of Employment: _____ to _____ May we contact this employer for a reference? Yes No

Company: _____ Phone Number: _____

Position: _____ Supervisor Name: _____

Summary of Duties: _____

Reason for leaving: _____

Dates of Employment: _____ to _____ May we contact this employer for a reference? Yes No

Company: _____ Phone Number: _____

Position: _____ Supervisor Name: _____

Summary of Duties: _____

Reason for leaving: _____

Dates of Employment: _____ to _____ May we contact this employer for a reference? Yes No

Company: _____ Phone Number: _____

Position: _____ Supervisor Name: _____

Summary of Duties: _____

Reason for leaving: _____

Dates of Employment: _____ to _____ May we contact this employer for a reference? Yes No

Please attach a current resume

References

Personal References

Please list three persons, not related to you, who are qualified to evaluate your capabilities and character. One of the references must be your Pastor.

Name: _____ Relationship: _____

Address: _____
City: _____ State: _____ Zip: _____ Phone Number: _____

Name: _____ Relationship: _____

Address: _____
City: _____ State: _____ Zip: _____ Phone Number: _____

Name: _____ Relationship: _____

Address: _____
City: _____ State: _____ Zip: _____ Phone Number: _____

Name: _____ Relationship: _____

Address: _____
City: _____ State: _____ Zip: _____ Phone Number: _____

Professional References

Please list three persons who know you in the work environment and are qualified to evaluate your capabilities and work style. You must include former supervisors and/or co-workers.

Name: _____ Relationship: _____

Address: _____
City: _____ State: _____ Zip: _____ Phone Number: _____

Name: _____ Relationship: _____

Address: _____
City: _____ State: _____ Zip: _____ Phone Number: _____

Name: _____ Relationship: _____

Address: _____
City: _____ State: _____ Zip: _____ Phone Number: _____

Name: _____ Relationship: _____

Address: _____
City: _____ State: _____ Zip: _____ Phone Number: _____

Statement of Faith

All of our staff and volunteers must affirm our Statement of Faith as follows:

- We believe that the Bible is the inspired word of God. There is only one God who exists as three persons, the Father, the Son, and the Holy Spirit. All men are sinners and because of sin are separated from God.
- We believe that Jesus was God's answer to our sin. Jesus is both fully God and fully man and came to earth to pay the penalty for our sin by death on the cross and that on the third day He rose again.
- We also believe that salvation is a free gift from God for all who receive it through faith and trust in Jesus Christ. By trusting in Christ, we are called to acknowledge Him as Lord and Savior, be baptized, and live a life of repentance.
- We further believe that as Christians we are to proclaim the Gospel to the world.
- We agree to live our lives according to Biblical standards and principles of morality and to have regular fellowship with a body of Christ-centered believers for growth and accountability.
- We believe that God does not change and therefore is the same yesterday, today, will be tomorrow and forever.
- We believe there is but one Church, made up of all those who have a personal relationship with God through His Son Jesus. We encourage the unity of all Christians, and believe that this unity can be achieved when love for Christ is greater than love for man-made traditions. We do not claim to be the only Christians, but strive to be Christians only. Having Christ in common is what makes the Church, builds relationships, and strengthens families and communities. Christ-Centered refers to the Lordship or authority of Jesus Christ.
- We believe that Jesus is the Christ, the Son of the Living God, and the Church is built upon that confession of faith. (Matthew 16:15-18) Bible-Teaching refers to our belief that the Bible is the inspired Word of God. Our teaching finds its authority not in psychology, philosophy, or popular opinion, but in the timeless truth of Scripture. (2 Timothy 2:15 and 3:16)

I agree with the aforementioned statement of faith:

Name: _____ Date: _____

Signature: _____

Acknowledgement

- I certify that the statements I have made are true and correct.
- I understand that if accepted as a volunteer, I will be required to abide by all of Portal 2:20 Teen Center's policies, standards or regulations as established from time to time.
- I authorize Portal 2:20 Teen Center to investigate any information provided in this application, and I agree to cooperate in such investigations. I further recognize and agree that, as a condition of acceptance as a volunteer, I consent to criminal, financial and motor vehicle background checks from federal, state and local agencies.
- I hereby release Portal 2:20 Teen Center, Inc. and all persons supplying information to Portal 2:20 Teen Center from all liability, claims for damages, or responsibility whatsoever with respect to information supplied. I further authorize my current employer and references to speak freely to Portal 2:20 Teen Center representatives and provide whatever information is required.

I agree with the aforementioned acknowledgement:

Name: _____ Date: _____

Signature: _____