



# VOLUNTEER APPLICATION

**STAFF Use Only**

- Entered Date:
- Background check:
- Placement:

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Email Address:		Cell Phone (    )	
Birth date	Home Phone (    )		
How did you hear about the Forge?			
Are you a member of a church?      YES <input type="checkbox"/> NO <input type="checkbox"/> Which one?			
Do you have previous volunteer experience? YES <input type="checkbox"/> NO <input type="checkbox"/> If so, where and what did you do?			
*Have you ever been convicted of a felony? YES <input type="checkbox"/> NO <input type="checkbox"/> If yes, explain:			

\*The FORGE is a grace-based ministry and believes in second chances, however dishonesty may disqualify you for service here.

EDUCATION	
What is your highest level completed?	
Name of School :	Major/Degree:
Are you currently a student? YES <input type="checkbox"/> NO <input type="checkbox"/>	If you need volunteer hours to complete school requirements, how many do you need?

REFERENCES	
<i>Please list two professional or personal references that are not related to you that we may contact</i>	
Full Name	Relationship
Years known	Phone (    )
Full Name	Relationship
Years known	Phone (    )

EMPLOYMENT		
Company		Phone: (    )
Job Title		Supervisor:
From	To	Duties:

IN CASE OF EMERGENCY	
Contact:	Phone: (    )
Relationship:	

## GENERAL QUESTIONS

Do you have any medical or functional limitations or are you taking any medication that we should consider when placing you?

Do you have any special skills, hobbies or training that you would like to use while volunteering?

What is your main purpose in volunteering?

Please give a brief testimony on what in your life demonstrates your ability to support the FORGE's Christ-centered mission. Use back if necessary.

## AVALIABILITY/ INTEREST

Can you commit to one volunteer shift per week? Yes  No

When are you available to volunteer? Mornings  Afternoons  Evenings

Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  Sunday

## PLEASE CHECK AREAS OF GENERAL INTEREST:

More specific opportunities within each area exist. See attached list

Sports Programs  Summer Program  After-school program  Adult Programs  Tutoring

Mentoring (youth and adult)  Bible study facilitato  Guest Speaker  Administrative help  Transportation

Special Events (Softball and golf tournament, Holiday Blessings)  KaBoom! Playground build

Other:

## DISCLAIMER AND SIGNATURE

Thank you for completing the FORGE, Inc. volunteer application. Attached is a [waiver and background check form](#) that also needs to be completed and sent in with your application. We look forward to reviewing your application and will contact you shortly to discuss possible interview times and placement areas. Depending on your placement, you may be required to attend a brief Volunteer Orientation training.

My signature below indicates that the information provided in this application is accurate and that by completing this application I am **NOT** automatically granted a position. I realize the FORGE will not be held responsible for any accident or injury that may occur while I am volunteering and in addition, I give my permission for my picture to be taken, printed and distributed for The FORGE, Inc. promotional purposes.

Signature:

Date:

Please return completed application, waiver and background check to:

Kindall Womack, Volunteer Coordinator  
3150 Yellowstone Blvd. Houston, TX 77054

TEL: 713-664-5054 Ext 333

FAX: 713-664-5253

Email: [kwomack@forgeforfamilies.org](mailto:kwomack@forgeforfamilies.org)

The FORGEfor Families Foundation requires that any individual who interacts and associates with our children or work in or around our facility must execute and submit the following affidavit with the volunteer application.

I swear or affirm that I do not now and I have not at any time, either as an adult or as a juvenile

1. Been convicted of:
  2. Pleaded guilty to (whether or not resulting in a conviction);
  3. Pleaded nolo contendere or no contest to;
  4. Admitted;
  5. Had any judgment or order rendered against me(whether by default or otherwise;
  6. Entered into any settlement of an action or claim;
  7. Had any license, certification, employment, or volunteer position suspended, revoked, terminated, or adversely affected because of;
  8. Resigned under threat of termination of employment or volunteerism for;
  9. Had a report of child abuse or neglect made and substantiated against me for;
  10. Have any pending criminal charges against me in this or any other jurisdiction for; Any conduct, matter, or thing (irrespective or formal name thereof) constituting or involving (whether under criminal or civil law in any jurisdiction);
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1. Any Felony;
  2. Rape or other sexual assault;
  3. Physical, sexual, emotional abuse and /or neglect of a minor;
  4. Incest
  5. Exploitation, including sexual of a minor
  6. Sexual misconduct of a minor
  7. Molestation of a child;
  8. Lewdness or indecent exposure;
  9. Lewd and lascivious behavior
  10. Obscene or pornographic literature, photographs, or videos
  11. Assault, battery, or any violent offense involving a minor;
  12. Endangerment of a child;
  13. Any misdemeanor or other offense classification involving a minor or to which a minor was a witness;
  14. Unfitness as a parent of custodian;
  15. Removing children from a stare or concealing children in a court order
  16. Restrictions or limitations on a contract or visitation with children or minors resulting from a court order protecting a child or minor from abuse, neglect, or exploitation; or
  17. Any type of child abduction.

Except the following (list all incidents, location, description, and date) (If none, write NONE)

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The failure or refusal of the applicant to sign or provide the affidavit constitutes good cause for refusal to accept the applicant for volunteering.

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

# LANG INVESTIGATIONS, INC. RELEASE AUTHORIZATION

I EXPRESSLY AUTHORIZE ANY PERSON ASSOCIATED WITH ANY EDUCATIONAL INSTITUTION, PAST OR PRESENT EMPLOYER, ANY LAW ENFORCEMENT AGENCY (FEDERAL, STATE OR LOCAL), ANY CREDIT REPORTING ORGANIZATION, OR ANY PERSON WHO HAS KNOWLEDGE OF MY CHARACTER, WORK EXPERIENCE, CRIMINAL RECORDS, EDUCATION, PERSONAL INTERVIEWS, TO RELEASE INFORMATION TO **LANG INVESTIGATIONS, INC.**, INCLUDING THEIR EMPLOYEES AND AGENTS, ORALLY OR IN WRITING. I HEREBY WAIVE ANY RIGHTS OR CLAIMS I MAY HAVE AND RELEASE **LANG INVESTIGATIONS, INC.** AND THEIR EMPLOYEES OR AGENTS FROM ANY LIABILITY AND RESPONSIBILITY, AND ANY PERSON PROVIDING THE REQUESTED INFORMATION FROM ANY DAMAGE WHATSOEVER RESULTING FROM THE ACQUISITION, USE, RETENTION, OR DISCLOSURE OF ANY SUCH INFORMATION. I HEREBY AUTHORIZE THAT A PHOTOCOPY OR FAX OF THIS AUTHORIZATION CAN BE CONSIDERED AS VALID AS AN ORIGINAL. I WILL NOT HOLD **LANG INVESTIGATIONS, INC.**, THEIR EMPLOYEES OR AGENTS RESPONSIBLE FOR ERRORS OR INACCURACIES IN THE ACQUISITION OR TRANSMITTAL OF INFORMATION PERTAINING TO THE VERIFICATION OF MY BACKGROUND. I ALSO AUTHORIZE **LANG INVESTIGATIONS, INC.** TO RELEASE THE ABOVE INFORMATION ONLY TO **FORGE FOR FAMILIES** FOR THEIR SOLE USE.

Full Name:

Current Home Address:

City/State/Zip Code:

Social Security #:

Phone:

Date of Birth\*:

State/Drivers License #:

\*Date of Birth is requested to insure accurate retrieval of records.

## List previous addresses

Previous Home Address:

City/State/Zip Code:

Previous Home Address:

City/State/Zip Code:

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



the FORGE for families

## Volunteer Opportunities

### **On-going Programs**

#### **Sports Programs**

Our sports programs are one of the primary ways we reach the people in the community and give them the opportunity to participate in something that most people take for granted. With bible study, half-time shows, character development, and refreshments, it goes beyond just a game. There are many ways you can be involved. We are looking for coaches, assistant coaches, registration assistants, bible study facilitators, photographers, concession workers, set up/clean up crew and half time entertainers. The football season runs for 6 weeks in the Fall, and Basketball for 6 weeks in the Spring. Games are held on Saturdays with some practices throughout the week.

#### **Tutoring**

Many of the children in the 3<sup>rd</sup> Ward community do not have the support at home they need to succeed. By taking a couple hours out of your week, you can make a huge difference in the educational success of a child. Days are flexible to your schedule but we ask for a regular, weekly commitment of 1-2 hours.

#### **Summer Programs**

Summer at the FORGE is jam packed. With 2 programs (Summer Leadership Program and Vocational Beginners School) the need is great. We need people to help chaperone field trips, work projects and camps, provide meals, teach life-skill classes, bible studies, arts and crafts instructing, recreational activities, and much more. These programs will not run without the help of volunteers. Together we can make a huge impact on the youth that participate in these dynamic programs.

#### **Administration**

Periodically we are in need of people to help out in our administration and development offices. This is an as-needed position and the schedule is flexible. Duties might include mail outs, data entry, inventory, etc... This is a great way to get a behind the scenes view of the FORGE and what all goes on here.

#### **Mentoring**

We are always looking for people who want to make a difference in the life of one youth or adult. Mentoring is a great way to share what the Lord has done in your life and what being a Christian is all about. Mentoring is set up on an individual basis and the commitment is dependent on both parties schedule and desire.

#### **Adult Services**

We seek to develop not only the youth, but also the adults in the 3<sup>rd</sup> Ward. Through programs like Friendship Circles, His Fathers Heart, Celebrate Recovery and Parent Power we are able to see the gospel transform the hearts of parents and families. We are looking for people who can mentor, teach life-skills, facilitate bible studies, teach parenting classes and career development classes. Through serving in this area you are providing a better life for not only the adult, but their children as well. These programs run throughout the year at various times depending on need and the availability of volunteers.

## ***Annual Events***

#### **Softball Tournament/ Golf Tournament/ Dessert**

The FORGE has several fundraising events throughout the year that require volunteer participation. We are looking for people or groups to help with set up/ clean up, registration, food service, photography and much more on the day of the event. Also, if you are interested in getting a team together to participate in the tournaments we can make that happen. The Softball tournament is scheduled for April 25, 2009 and the Golf tournament is scheduled for early fall.

#### **Holiday Blessings/ Back to School**

During Christmas and Thanksgiving we take donations and meals to various people in need throughout the community. We are looking for people or groups that will donate food, toys, and clothes, and also for people who would help sort and distribute those items. Similarly, we need people to donate school supplies and backpacks for our Back to School drive in August.

## ***Special Projects***

#### **KaBoom! Playground Build**

With a grant from KaBoom and Kool Aid, we are building a playground that will be a great benefit to the community. We need people with all skill levels to help with everything from construction, landscape, registration, food service, and much more. It will take over 200 people to pull off this one day build. Bring your tools, your hands and your enthusiasm and we will put them to work! We also need special build-team captains that would be able to lead a small volunteer group in the construction of one component.

#### **Group Service**

If you have a team, Sunday school class, youth group, etc that is interested in doing some community service, we can help! Many times we become aware of a need in the community that could be met by a group of people who desire to serve. Just call and let us know what you are interested in doing and we can take it from there.