



Bethel Neighborhood Center



Here to offer a renewed sense of hope
Aquí para ofrecer un sentido renovado de esperanza

APPLICATION FOR Volunteers

Date _____

Name _____

Date of birth _____

Phone (Home) _____ (cell) _____

Your Email: _____

What is the best way to contact you? _____

Who referred you to this position/place?

- | | |
|---|--|
| <input type="checkbox"/> Private Placement Agency | <input type="checkbox"/> College Placement Service |
| <input type="checkbox"/> Reply to Advertisement | <input type="checkbox"/> Personal Contact |
| <input type="checkbox"/> Public Employment | <input type="checkbox"/> Walk- in |

Notify in case of emergency:

Name

Address

Phone Number (Home) (Cell)

14 South 7th Street • Kansas City, Kansas 66101 • Phone 913.371.8218 • Fax 913.371.5206
General Email: info@bethelcenter.org • www.bethelcenter.org
Rev. Mang Sonna, Executive Director • Paul Rollet, Program Director

* A Ministry of American Baptist Churches USA

* A United Way Agency



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EDUCATION

Highest Grade Completed: 1 2 3 4 5 6 7 8 9 10 11 12

College: 1 2 3 4 (Attach GED, High school and college diploma or degree)

Graduate Work: _____

Special Training: _____

Special Skills (Computer/Arts/Machinery operation/any other)

Special training in Children and Youth Development: _____

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Bethel Neighborhood Center **Volunteer Code of Ethics and Rules**

Welcome to the Bethel Neighborhood Center Volunteer Program!

We welcome you and want to say thank you for volunteering. We truly appreciate this gift of your time and energy, which enriches us all. Volunteers have long been a valuable resource of our agency. When you volunteer for BNC you join a long line of dedicated people who met and continue to meet the community's needs. At Bethel Neighborhood Center, staff and volunteers work together as partners, resulting in a quality experience for our clients, our youth and their families. Now you are part of the team.

This Code of ethics and rule is intended to help you understand Bethel Neighborhood Center and your role as a valued volunteer, to answer questions and provide guidance. Please read it carefully and keep it for future reference. Contact Paul Rollet, Program Director and Volunteer Coordinator, if you have any questions.

We hope that you enjoy a productive and fulfilling volunteer experience with Bethel Neighborhood Center.

Code of Ethics and Rules

1. Smoking or use of tobacco products is prohibited.
2. Using, possessing, or being under the influence of alcohol or illegal drugs will not be tolerated.
3. Volunteers will not abuse children and youth including but not limited to:
 - A. Physical Abuse – strike, spank, shake or slap
 - B. Verbal Abuse – humiliate, degrade, and threaten
 - C. Sexual Abuse – including inappropriate touching and exposure
 - D. Mental Abuse
4. Volunteers must treat children, senior adults and staff of all races, religions, and cultures with respect and consideration.
5. Volunteers must use positive techniques of guidance, including positive reinforcement and encouragement rather than competition comparison or criticism.
6. Volunteers shall abstain from humiliating or frightening discipline techniques.

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- 7. Volunteers shall not use profanity in the presence of children, senior adults or parents.
 - 8. Volunteers will refrain from intimate displays of affection toward others in the presence of children, senior adults, parents and staff.
 - 9. Volunteers must be free of physical and psychological conditions that might adversely affect senior adults and children’s health, including fever or contagious conditions.
 - 10. Volunteers will portray a positive role model for youth and senior adults by maintaining an attitude of respect, loyalty, patience, integrity, courtesy, tact and maturity.
 - 14. Any suspected abuse or neglect of a child or a senior adult must be reported to Program Director or Assistant Program Director.
 - 15. I understand that as a volunteer for the Bethel Neighborhood Center, I will be subject to a background check, including criminal history.
 - 16. Refrain from **Cell phone** use during the youth and senior’s program. In case of emergency you can use Bethel Neighborhood Center office phone.
 - 17. I will call ahead of time and inform Bethel staff if I am not coming to the program.
 - 18. Dress code- man/boy wears long pants or short that does not show underwear. You can wear T-shirt (appropriate printed shirt) or business casual. Woman/girls- wear long pant or short that does not show your waist. Short should be fingertip length. You can wear tank tops during summer. The straps should cover your bra strap and your shirt should cover the waist of your pants. Highly recommend wearing comfortable shirt or business casual. Please don’t wear inappropriate printed T-shirt, short or pants. Wear a comfortable shoes.

I understand that any violations of this Code may be grounds for removal as a volunteer. Being fully aware of the matters contained in the Volunteer Code of Ethics and Rules, I still desire considerations as volunteer for Bethel Neighborhood Center.

Signature: _____ Date: _____
 Parent or guardian’s signature _____ Date: _____
 (If you are under 18)

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As a volunteer, I will:

1. Represent the organization with professionalism, dignity and pride, and be responsible for conducting myself with courtesy and appropriate behavior.
2. Follow through and complete accepted tasks.
3. Seek training for my volunteer role by participating in meetings, self-study, or other training opportunities.
4. Display respect and courtesy for employees, other volunteers, program participants, youth, families, visitors, clients and property.
5. Respect the privacy of persons served by the organization and hold in confidence sensitive, private and personal information. (Reports of child abuse or neglect will be handled as per Kansas State law and program policy.)
6. Keep staff informed of progress, concerns and problems within the program(s) in which I participate.
7. Keep personal opinions and actions separate from those made as a representative of this organization.
8. Avoid conduct, both on and off duty, which would jeopardize program effectiveness.

Signature: _____

Date: _____

Parent or guardian's signature _____

Date: _____

(If you are under 18)

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