

McPherson Family YMCA & McPherson Recreation Commission
Volunteer Background Consent / Release Form

Updated 4/2011

Applicant's Legal Name (printed)

Last First Middle

Other Names Used, if any

Last First Middle

Last First Middle

Social Security Number _____ Date of Birth _____ Race _____

Applicant's Address _____ Gender _____

City _____ State _____ Zip _____

I, _____, authorize and give consent for the above named organization and/or its agents to obtain information regarding myself. This includes, but not limited to the following:

*Criminal background records / information

*Addresses

*Sex Offender Registry Checks

*Social Security Verification / Trace

*MVR

I the undersigned, authorize this information to be obtained either electronically, in writing or via telephone in connection with my application. Any person, firm or organization providing information or records in accordance with this authorization is released from any and all claims of liability for compliance. Such information will be held in confidence in accordance with the organization's guidelines. I also authorize the full release of the information described above, without any reservation, throughout any duration of my volunteerment at MRC and/or YMCA. A Summary of Your Rights Under the Fair Credit Reporting Act is posted outside the MRC/YMCA Business Office.

Print Name: _____ Date: _____

Signature: _____ Parent's Signature, if under 18: _____

McPHERSON RECREATION COMMISSION

POLICY NO. 3-2009

BACKGROUND INVESTIGATIONS ON POTENTIAL VOLUNTEERS

WHEREAS, the McPherson Recreation Commission (MRC) provides programs for youth and adults in the McPherson, KS, area, and WHEREAS, in the course of utilizing individuals to serve in volunteer categories MRC wants to ensure the safety and security of the patrons of MRC. IT IS THEREFORE ESTABLISHED, that:

1. Upon application to serve as a volunteer adult supervisor or referee, umpire or other leadership position with MRC, applicants shall be provided a copy of this policy to perform background investigations prior to approval of volunteer service.
2. MRC shall obtain, as its cost, one or more background criminal history evaluations (s) of the applicant from one of the criminal history data banks.
3. The prospective volunteer shall execute a release of information on a form provided by MRC at the time of application for volunteer service. The release shall remain in effect, unless MRC is notified in writing by the prospective volunteer that it is withdrawn.
4. Any grant of volunteer service shall be on the temporary basis until such time as the report is received.
5. In the event the report reflects a conviction and/or the prospective volunteer entered into a diversion program from the following list of offenses which have been determined to potentially affect the safety or security of patrons of MRC, the superintendent of recreation or designee shall immediately notify the applicant that the temporary / permanent volunteer service is terminated or not available:

(Continued on backside)

- a. A misdemeanor or felony offense against a minor child;
 - b. A misdemeanor against a person(s) in the preceding five (5) years;
 - c. A felony against a person(s) in the preceding ten (10) years;
 - d. Any other felony in the preceding five (5) years; or
 - e. Any alcohol or drug related offense in the preceding five (5) years.
6. In addition to the provisions of paragraph 5 above, the superintendent of recreation or designee shall immediately notify the applicant that the temporary / permanent volunteer service is terminated or not available, if:
- a. The applicant has been found to be an unfit parent or guardian, or his / her parental rights have been severed; or
 - b. The superintendent of recreation or designee believes that any other criminal offense not listed in paragraph 5 above for which the applicant has been convicted or placed on diversion, would potentially affect the safety of patrons.
7. Notwithstanding the provisions relating to alcohol in paragraph 5e. above, the Superintendent of Recreation and MRC Chairman may waive this provision, provided it is determined the applicant or volunteer does not pose a threat to the safety or security to the patrons of MRC.

This policy is considered and adopted by the Commission this 28th day of May, 2009.

Bob Tolle, McPherson Recreation Commission Chairman

Pam Axelson, MRC Recording Secretary, Attest

**McPHERSON FAMILY YMCA
POLICY NO.2009-6
BACKGROUND INVESTIGATIONS ON VOLUNTEERS & STAFF**

WHEREAS, the McPherson Family YMCA (YMCA) provides programs for youth and adults in the McPherson, Kansas area, and, WHEREAS, in the course of utilizing individuals to serve in volunteer categories YMCA wants to ensure the safety and security of the patrons of YMCA. IT IS THEREFORE ESTABLISHED, that:

1. Upon application to serve as a volunteer or upon application for employment with YMCA, applicants shall be provided a copy of this policy to perform background investigations prior to approval of volunteer service or employment.
2. The YMCA will obtain local background checks through the McPherson County District Court (county court violations) and McPherson Law Enforcement Center (city court violations) on all staff and volunteers, 18 and older.
Staff or volunteers, 18 and older, that have lived in McPherson less than one year will have a complete background check by the YMCA using a background check firm.
Additionally, all full-time staff and volunteers, Toddler's Time Staff and volunteers and Y-Kids staff and volunteers that are 18 and older will have a complete background check by the YMCA using a background check firm.
Any time that the YMCA feels a situation warrants it, a complete background check can be obtained on any YMCA employee or volunteer.
3. The prospective volunteer or staff member shall execute a release of information on the form provided by YMCA at the time of application for volunteer service or employment. The release shall remain in effect, unless YMCA is notified in writing by the prospective volunteer or employee that it is withdrawn.
4. Any grant of volunteer service or employment shall be conditional until such time as the report is received.
5. In the event the report reflects a conviction and/or the prospective volunteer or employee entered into a diversion program from the following list of offenses which have been determined to potentially affect the safety or security of patrons of YMCA, the CEO or designee shall immediately notify the applicant that the temporary / permanent volunteer service is terminated or not available:
 - a. A misdemeanor or felony offense against a minor child;
 - b. A misdemeanor against a person(s) in the preceding five (5) years;
 - c. A felony against a person(s) in the preceding ten (10) years;
 - d. Any other felony in the preceding five (5) years; or
 - e. Any alcohol or drug related offense in the preceding five (5) years.
6. Notwithstanding the provisions relating to alcohol in paragraph 5e. above, the CEO and CVO may waive this provision, provided it is determined the applicant or volunteer does not pose a threat to the safety or security to the patrons of YMCA.
7. In addition to the provisions of paragraph 5 above, the CEO or designee shall immediately notify the applicant that the temporary / permanent volunteer service is terminated or not available, if:
 - a. The applicant has been found to be an unfit parent or guardian, or his / her parental rights have been severed; or
 - b. The CEO or designee believes that any other criminal offense not listed in paragraph 5 above for which the applicant has been convicted or placed on diversion, would potentially affect the safety of patrons.

This policy is considered and adopted by the YMCA Board of Directors this 23rd day of June, 2009.

Gary Meagher, CVO
McPherson Family YMCA

Gwyn Muto, Attest
YMCA Recording Secretary