



General Volunteer Application

Please complete and return to the URM Volunteer Coordinator

Email: volunteer@urmwichita.org **Fax:** (316) 686-2101 **Mail:** 2800 N Hillside Wichita, KS 67219

Contact Information:

Name _____ Date _____

Mailing Address _____

City _____ State _____ Zip _____

Phone Number _____ Email Address _____

Emergency Contact:

Name _____ Relationship _____

Phone Number _____ Email Address _____

Volunteers serving on weekends and after 3:30pm on weekdays must be 18 years of age or older.

Date of Birth (required) _____ Are you in school? **YES** **NO**

If yes: School Name _____

Are you employed? **YES** **NO**

Current Employment _____ Job Title _____

Additional Information:

Religious Background _____ Current Church _____

City _____ Pastor _____

Primary Language _____ Secondary Language _____

Personal History: (Circle all that apply)

Have you ever been convicted of a felony? **YES** **NO**

If yes, please explain:

Have you ever been charged with sexual abuse or misconduct? **YES** **NO**

If yes, please explain:

Do you have any limitations or medical conditions we should be aware of? **YES** **NO**

If yes, please explain:

References:

Name _____ Relationship _____

Phone Number _____

Name _____ Relationship _____

Phone Number _____

Availability & Areas of Interest:

What days and times are you available to serve – **(Circle all that apply)**

Monday Mornings Afternoons Evenings

Tuesday Mornings Afternoons Evenings

Wednesday Mornings Afternoons Evenings

Thursday Mornings Afternoons Evenings

Friday Mornings Afternoons Evenings

Saturday Mornings Afternoons Evenings

Sunday Mornings Afternoons Evenings

Note that times vary depending on day / location of volunteering

Morning Hours (9am-12pm) **Afternoon Hours** (1pm-5pm) **Evening Hours** (5pm-8pm)

Are you looking to be an **ONE TIME** **ONCE IN A WHILE** or **ON-GOING** volunteer?

Would you like to be added to the URM's mailing list? **YES** **NO**

Would you like to be added to URM's email list? **YES** **NO**

Would you like more information about what the URM's newsletter? **YES** **NO**

Where are you interested in volunteering – (Circle all that apply)

Driver Clerical/Office Donations Sorter Maintenance Special Events
Seasonal Church Liaison Mowing Pantry Medical
Food Box Team (Thursday) Diaper Boxes (Thursday) Prayer Team **Chapel Speaker
Chapel Support **Mentor **Class Instructor

****Note these opportunities require supplemental applications, which will be provided by the Volunteer Coordinator during your initial On-boarding session and/or interview.**

Additional Questions:

How did you hear about the Union Rescue Mission?

Why would you like to volunteer at the Union Rescue Mission?

What skills, gifts, or experiences would you be able to contribute as a volunteer?

Is there anything else you would like to tell us about you?

STATEMENT OF FAITH

The following Statement of Faith shall be accepted by the Board of Directors, Executive Director, all management, supervisors, and staff. Agreement with the URM Statement of Faith is a condition of employment, upon hire and continuously while employed with Union Rescue Mission. We believe in the Bible, both Old and New Testaments, as the inspired, infallible, and inerrant Word of God, the only record of His Son, our Lord and Savior, Jesus Christ, and that it is the supreme and final authority in faith and life for the world.

- We believe in one God eternally existing in three persons – Father, Son and Holy Spirit. [Genesis 1:26; John 14:9]
- We believe that Jesus was begotten by the Holy Spirit and born of a virgin; that He lived a sinless life, wrought miracles, and preached an everlasting and unchanging gospel. [Matthew 1:18-25, John 20:30-31]. We believe in the absolute deity of the Lord Jesus Christ, that he is Very God, and at the same time very man. [Colossians 2:8-10]
- We believe that man was created in the image of God that he sinned and thereby incurred not only physical death, but that all human beings are born with a sinful nature, and that those who reach the age of accountability are sinners in thought, word, and deed, therefore standing in need of The Savior Jesus. [Genesis 1:26; Romans 3:23]
- We believe in salvation only by regeneration, being born again by the Holy Spirit, by God's own gift of righteousness bestowed upon us through the precious blood of Jesus Christ are we saved. [John 3:3-5; 1 Peter 1:18-19] We believe that the Holy Spirit abides in us to lead us into all truth and to preach the unsearchable riches of Christ Jesus and that we are called to be witnesses by word and deed. [1 Cor. 15:58] We believe in the death, burial and resurrection of our Blessed Lord Jesus Christ, and His personal and imminent return, in the bodily resurrection of the just and the unjust, the eternal blessedness of the saved and the eternal and conscious punishment of the lost. [John 11:25]
- We believe that the Word of God was given by inspiration of The Holy Spirit and is profitable for a fruitful Christian life. [2 Timothy 3:16].
- We believe concerning the charisma that when regeneration takes place, the believer is immediately baptized by the Holy Spirit [I Cor. 12:13, Romans 8:9b]. Subsequently, the believer is filled with the Holy Spirit as he yields himself to the Spirit's control.

Signature: _____ **Date:** _____

Mission Statement

To represent the love of Jesus while walking alongside people experiencing homelessness, poverty, addiction, or other life challenges.

Volunteer Code of Conduct

1. Volunteers acknowledge financial compensation or in-kind gifts will not be exchanged for their volunteer duties.
2. Volunteers shall have no direct or indirect interest in the assets and business operations of the Union Rescue Mission, except during their volunteer duties.
3. Volunteers shall not conduct private practice or the business of their employment on Union Rescue Mission's property, unless it is directly related to the volunteer service they are providing.
4. Volunteers agree to maintain only professional relationships with the Union Rescue Mission's clients/guests and shall not meet with clients/guests off URM property, except during organized agency activities or while their volunteer activities require it.
5. Volunteers agree to maintain confidentiality of the Union Rescue Mission's business and all information about clients/guests, except when required by law.
6. Volunteers agree to abide by all other regulations and expectations outlined in the Mission's Volunteer Handbook.

Liability Release and Photo Release

1. While volunteering at the URM, you agree to refrain from making any statements that contradict the cardinal doctrine stated in the **Statement of Faith**.
2. You agree that the URM and its designees may take and use photographs, video, and voice recordings for use in publications, marketing, and/or advertising. You further agree that the URM and its designees may use and publish the aforementioned information and images in whole or in part, individually, or in conjunction with other written materials, photographs, or images.
3. You authorize the URM to seek emergency medical treatment for you in the case of an accident, injury, or illness. If injured while acting as an unpaid member of the volunteer team, you agree to assume all responsibility for payment of medical services and release the URM from any financial responsibilities.
4. You verify that all information provided in this Volunteer Application is accurate and complete and has been given voluntarily. You understand that this information may be disclosed to any party with legal and proper interest and release the URM from all liability for supplying such information.
5. You understand that falsification of this information may cause forfeiture of my volunteer services with the URM.

Signature: _____ **Date:** _____

Volunteer Confidentiality Agreement

I, the undersigned, in consideration of my participation as a volunteer with the Union Rescue Mission, hereby agree to the following Confidentiality Agreement.

I understand that I may be given access to confidential and/or proprietary information to the extent necessary to perform my duties as a volunteer with the Union Rescue Mission (URM). I shall not, at any time either during or after this participation with the URM, make unauthorized disclosures or unauthorized use of any information that is proprietary or confidential by the URM. Proprietary information includes, but is not limited to, all information, data, reports, analyses, processes, know-how, designs, plans, marketing data, business plans and strategies, negotiations and contracts, research, and volunteer, donor or vendor lists, compilations, trade secrets, and confidential information, whether in written, oral or electronic form. Confidential information includes, but is not limited to, any personal information of any URM guest, community outreach client, employee, volunteer, agency partner, or donor, whether in written, oral or electronic form.

All employer records and information relating to the URM or its guests, community outreach clients, volunteers, agency partners, and donors are confidential, and I will treat all matters accordingly. This includes the information protected under any applicable state or federal privacy law. No URM-related information, including without limitation, documents, notes, files, records, oral information, computer files or similar materials (except in the ordinary course of performing duties on behalf of the URM) may be removed from the URM's records or from URM staff. Additionally, the contents of URM's records or information otherwise obtained regarding business may not be disclosed to anyone, except where required for an authorized business purpose and/or required by law. I will not disclose any confidential information, purposefully or inadvertently (through casual conversation), to any unauthorized person inside or outside the URM. If I am unsure about the confidential nature of specific information, or whether specific information may be protected under state or federal law, I will ask the Volunteer Coordinator or the staff member supervising my position for clarification before disclosing the information.

I further understand that photography and videography of guests and community outreach clients, without prior written authorization from the URM and guest/client is strictly prohibited. Personal information disclosed during food box counseling sessions and between mentors and mentees should be held in the strictest of confidence. Disclosure shall only occur in circumstances when it would be inappropriate to withhold information from the police, mental health professionals, or when there is risk of personal harm.

When I cease my participation as a volunteer with the Union Rescue Mission, I will return all URM-related information and property that I have in my possession, including without limitation documents, files, records, manuals, information stored on a personal computer or flash drive, supplies, and equipment or office supplies.

Signature _____ **Date** _____