



Diocese of Altoona-Johnstown

Office of Child and Youth Protection

Email: coconnor@dioceseaj.org / Office: (814) 695-5579 ext. 2621/ Fax: (814) 695-8894

Please return the completed form to the attention of Youth Protection Contact at the primary site where the employee/volunteer listed below OR directly to the Director of Child and Youth Protection via email:coconnor@dioceseaj.org or fax (814) 695-8894.

Employee/Volunteer’s Ministry Reference

Please complete this form for an individual who is applying to be an employee and/or a volunteer within the Diocese of Altoona-Johnstown. This form must be completed by a person not related to the applicant.

Name of Employee/Volunteer: _____ Primary Location: _____

Is this applicant an: Employee Volunteer

Applicant Position(s): _____

How many years have you known this individual? _____

In what capacity do you know this individual? _____

In your words, please describe this individual's reliability and willingness to continue his/her commitment.

Please answer yes or no to the following questions. If you answer yes to any question(s), please explain in detail on the reverse side of this page.

Yes No

Are you aware of any problems that would limit the individual's ability to fulfill this obligation?

Are you aware of any problems or concerns that should limit or preclude this individual from working with children and/or youth? If yes, please explain.

Are you aware of any instance in which the individual's driver's license or other professional license was revoked or suspended?

Are you aware whether this individual has ever been arrested or charged with driving under the influence?

Are you aware whether this individual has ever been charged or arrested for sexual misconduct with minors?

Is there any fact or circumstance about the individual’s background that would call into question the advisability of entrusting the individual with the supervision, guidance, and/or care of children and young people?

Are you aware of any other information that would bear upon the appropriateness of the individual’s involvement in Church activities?

Are you willing to validate this individual's appropriateness for ministry as an employee and or volunteer for the Diocese of Altoona-Johnstown? Yes No

If No, why not?

Date

Signature

Printed Name

Phone: _____ Email: _____

