



VOLUNTEER MINISTRY FORM

St Luke's Wantirna Parish

- St Luke's Wantirna Parish community is vibrant because many offer their time and energy in various areas. Each one of us has been blessed with gifts and talents that we share to build our parish. If you can think of other groups or ministry that are not listed but would appeal to you, please include it in this form.
- St Luke's Wantirna Parish is committed to the safety and wellbeing of all children, young people and vulnerable persons who have access to our Christian Community. We support the rights of the child, young person and vulnerable person and will act without hesitation to ensure a safe environment is maintained at all times. We also support the rights and wellbeing of our staff and volunteers and encourage their active participation in building and maintaining secure environment for all participants.
- Volunteers at St Luke's Wantirna Parish are required to provide their Working With Children Check and National Police Record Check. **Are you willing to undertake the checks required?**
 Yes No
- All current and new volunteers must read **St Luke's Code of Conduct**, complete and sign this form.

| Personal/Contact Details | | | |
|---|--------------------------------|---------------------------------|--------------------------------|
| Name <i>(Please include all Given Names)</i> | | | |
| Contact Numbers | Home | | Mobile |
| Home Address | | | |
| Email address | | | |
| Preferred method of contact | <input type="checkbox"/> Phone | <input type="checkbox"/> Mobile | <input type="checkbox"/> Email |

| Private and Confidential | |
|---|----------------|
| Medical information: Do you have any health/medical issues, including allergies that may impact on your ability to perform a volunteer role with St Luke's Parish safely; or that would need to relay to paramedics in the event of an emergency? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| If Yes, please specify | |
| Emergency Contact Name | Contact Number |

If you have a current Working With Children Check (WWCC), please fill in the detail below:

| | | |
|------------------------|------------------------------------|-----------------------------------|
| Card Type: | <input type="checkbox"/> Volunteer | <input type="checkbox"/> Employee |
| Card Reference Number: | | Card Expiry Date |
| Full Name on the Card | | |

Please ensure that you update your Organisational Details on your WWCC - My Check Account. To do so, please visit: <https://www.workingwithchildren.vic.gov.au/>

Under occupation field 64: Religious Organisations. Please include St Luke's Wantirna Catholic Parish.

If you have a current National Police Record Check (NPC), please fill in the detail below:

| | | |
|-------------------------|------------------------------------|-----------------------------------|
| Card Type: | <input type="checkbox"/> Volunteer | <input type="checkbox"/> Employee |
| Check Reference Number: | | Check Approval Date |
| Full Name on the Check | | |

If you have a current Victorian Institute of Teaching Card (VIT), please fill in the detail below:

| | | | |
|-------------------------|------------------------------------|-----------------------------------|----------------------------------|
| Card Type: | <input type="checkbox"/> Volunteer | <input type="checkbox"/> Employee | <input type="checkbox"/> Retiree |
| Check Reference Number: | | Card Expiry Date | |
| Full Name on the Check | | | |

Please note: As of September 2019, anyone who has a Victorian Institute of Teaching (VIT) card needs to register any Volunteer Organisation they participate in.

To do so, please visit: service.vic.gov.au/services/teachers-notifications/

Parish Ministries and Groups

Please tick any of the Ministries or groups you belong to or wish to join:

| LITURGICAL MINISTRIES | READER | MINISTER OF HOLY COMMUNION | ALTAR SERVER | MUSIC / CHOIR | THANKSGIVING COLLECTORS |
|---------------------------|--------|----------------------------|--------------|---------------|-------------------------|
| Saturday Vigil 6.30 pm | | | | | |
| Sunday 8.30 am | | | | | |
| Sunday 10.00 am | | | | | |

| LITUGY ASSISTANCE | ALTAR FLOWERS | ALTAR LINEN | THANKSGIVING COUNTERS | CHURCH CLEANING |
|-------------------|---------------|-------------|-----------------------|-----------------|
| | | | | |

| FAITH DEVELOPMENT | CATECHISM | CHILDREN'S LITURGY | BAPTISM PREPARATION | DIVINE MERCY | SACRAMENTAL CLASS | TAKE HOME MARY |
|-------------------|-----------|--------------------|---------------------|--------------|-------------------|----------------|
| | | | | | | |

| OUTREACH | ST VINCENT DE PAUL | VISITING THE ELDERLY/SICK | YOUTH GROUP | FRIENDSHIP GROUP (50+) | BREAD COLLECTION |
|----------|--------------------|---------------------------|-------------|------------------------|------------------|
| | | | | | |

| COMMUNITY | MORNING TEA (FIRST SUNDAY) | CHURCH GROUND MAINTENANCE | PARISH CENTRE CLEANING | PASRIH WORKING BEES | PARISH FUNDRAISING | TRADE SKILLS (Please specify) |
|-----------|----------------------------|---------------------------|------------------------|---------------------|--------------------|-------------------------------|
| | | | | | | |

We acknowledge and thank all parishioners for their constant support and dedication in their volunteer and ministerial services to our liturgy and parish.

Other

What other activity that you believe the parish could establish?

Do you have a skill you can offer to the parish to assist other people?

Privacy Statement

The personal information on this form is being collected for the purpose of recruiting and selecting volunteers wishing to work in the Parish of St Luke's Wantirna. This information may be shared with the Catholic Archdiocese of Melbourne Professional Standards Unit (CAM), Catholic Standards Limited (CPSL) and the Victorian Commission of Children and Young People (CCYP).

By signing this form, I attest that the information supplied is true and accurate.

- I understand that submitting this form does not automatically register me a volunteer/minister but depends on the completion of a satisfactory Working With Children Check and participation in training and formation sessions. Training and formation sessions will be carried out in the near future, dates to be advised.
- I confirm that I am willing to volunteer/ minister and to attend training and information sessions when they become available.
- I confirm that I have read and keep a copy of **St Luke's Parish Wantirna Code of Conduct**.
- I confirm that I have read and signed the Safeguarding Children and Young People Code of Conduct Declaration.

Name in full: _____

Signature: _____

Date: _____