

Volunteer Application



Please submit to: Ben Platz _____ Princess St., Kingston
www.nightlightkingston.com 343.363.0508 nightlightkingston@gmail.com

Date of Application _____

Name _____

Address _____

City _____

Postal Code _____

Email _____

Primary Phone _____

Other Phone _____

Place of
Employment/Study _____

Date of Birth _____

How did you hear about us?

Emergency Contact

Name _____

Telephone number(s)

Volunteering Prerequisites

- Two letters of reference (character references, at least one from a professional, preferably a pastor; no family)
- A copy of a recent (within 3 months) Police Records Check
- Must attend an Initial Training Workshop

nightlight requires that every volunteer has fulfilled all of these prerequisites before he or she can begin serving. **Please attend to these prerequisites a.s.a.p. as it is assumed that each individual who receives this application and intends to volunteer will be responsible for the completion of this in a timely fashion.**

Office Use Only

Shift _____

Starting Date

Length of Commitment

Vision Statement

Our vision is to create a safe place to build meaningful relationships.

We seek to embrace Kingston's marginalized, trusting that each person nightlight serves will be transformed to maturity, experience moral and spiritual regeneration, and become responsible members of society.

Core Values**Holistic**

We minister to the whole person as we respond to our ever-changing community and society.

Interdependence

We work as a corporate body in partnership with churches and other community resources.

Professional

Our ministry is current and relevant; our staff and volunteers are competent and committed to excellence.

Christlikeness

We serve with honesty and respect; we act with integrity and compassion.

Affirmation

We support all persons knowing they possess the image of God.

Transformation

We believe the Holy Spirit can transform anyone, and that everyone has the capacity to learn and change.

I hereby acknowledge that I have read this statement and will work toward the achievement of the Vision and Core Values of nightlight as stated.

Name (printed)

Signature

Date

nightlight is an interdenominational Christian organization. Therefore, our doctrines focus on what is commonly held by all branches of Christianity, rather than the particulars of any one denomination.

We believe:

1. The Holy Scriptures are the inspired Word of God. This means that through the on-going interpretation of the Holy Spirit, the Scriptures can serve the Church. In this way, they were written so that our faith might increase. In all ways, the Holy Spirit led, leads, and will continue to lead.
2. There is one God, eternally existent in three Persons: Father, Son and Holy Spirit.
3. Our Lord, Jesus Christ, is God, manifest in the flesh; we affirm His virgin birth, sinless humanity, divine miracles, bodily resurrection, ascension, ongoing mediatorial work, and personal return in power and glory.
4. The salvation of lost and sinful humanity is possible only through the merits of the blood of the Lord, Jesus Christ.
5. The Holy Spirit enables believers to live a holy life, to witness, and work for the Lord, Jesus Christ.
6. The Church, the Body of Christ, consists of all true believers.
7. Ultimately God will judge the living and the dead, those who are saved unto the resurrection of life, those who are lost unto the resurrection of damnation.

I hereby acknowledge that I have read the doctrines of this statement and, whether they reflect my beliefs or not, I will respect them while serving at nightlight.

Name (printed)

Signature

Date

nightlight**VOLUNTEER CODE OF CONDUCT****OCTOBER 2011**

The following guidelines are to inform volunteers of expectations placed upon them by nightlight. It is not an exhaustive list, but it is has been designed to highlight specific matters of conduct that are not acceptable. If you have questions about the list or if you do not understand how a particular item may apply to your volunteer service, please ask the Director before signing the document.

Volunteers are to:

1. Arrive on time and remain until the scheduled shift is over, unless arrangements have been made with your immediate supervisor.
2. Devote his/her entire working time and attention to such duties as may be assigned to him/her by their immediate supervisor.
3. Know that willful neglect, physical, sexual or verbal abuse/harassment of a guest will not be condoned. Any staff or volunteer who witnesses such actions must report the event immediately to their supervisor.
4. Ensure that personal affairs are not in conflict with agency business.
5. Not give out their home phone numbers or addresses to guests without consulting the Director.
6. Avoid spending time alone with a guest (or guests) outside of your regular volunteer work shift without the approval of the Director.
7. In order to be sensitive to our guests, volunteers are not to have in their possession or use pornographic material, cigarettes, alcoholic beverages or any illicit drugs while at nightlight.
8. Ensure that supplies and equipment are being used for programming purposes only. Your immediate supervisor must first approve any personal use of supplies and equipment.
9. Act as appropriate role models for the guests in the areas of personal conduct, language, and personal dress.
10. Abstain from giving money or gifts to our guests or buying anything from them without consulting the Director.
11. Be responsible for the conduct and safety of guests while being transported in agency or personal vehicles. Your Director must first approve any use of agency vehicles or any transportation of guests in personal vehicles.
12. Keep from focusing on the opposite sex. Whenever possible, men should work with men and women with women.
13. Leave the fine points of their theology at home. nightlight is a multi-denominational agency serving guests from all kinds of faiths. Strong opinions on marginal topics can offend coworkers and guests.

I have read and fully understood this Code of Conduct and accept it as a condition of volunteering at nightlight.

Name (printed)

Signature

Date

I understand that any information deemed to be confidential that is disclosed by any nightlight guest, volunteer, and/or employee must not be repeated to anyone outside of nightlight. The only exception to this being if that person discloses plans to harm themselves or another and/or public property. In that case, a Team Leader *and* the Director should be notified immediately who will, in turn, inform the proper authorities. I understand that the purpose of disclosing a guest's personal issues to staff and/or volunteers is for the purpose of prayer, and, so that as a whole, nightlight volunteers and employees can seek to provide the best care possible. I accept this condition of being a volunteer with nightlight.

Name (printed)

Signature

Date