

SOCAL ASSEMBLIES OF GOD NEXT GEN MINISTRIES
MANDATORY BACKGROUND CHECK INFORMATION

* PLEASE READ CAREFULLY *

The SoCal Network and our insurance has mandated specific requirements for volunteers working with minors. Each applicant (18yrs or older) must fill out a Volunteer Application Form and then have a criminal background check [this includes credentialed ministers, staff pastors, spouses, etc.] by their church. There are **no exceptions to this rule**.

You are welcome to use any number of companies to obtain a criminal records check. A few examples are: *Lexis Nexis, The Department of Justice, Volunteer Select Plus, and IntegraScan* to name a few. Each church can choose the agency of their choice.

The records check needs to include a criminal records check and sex offender's check. Once your church is set up with a company the cost is nominal. The set up process however is lengthy if not already set up. It is advisable for you to **start now**. It can take as long as several months to be operational.

Once set up with a company you need to:

1. Have the volunteer fill out the Volunteer Application Form and the Camp Counselor Medical Release form in the camp registration packet.
2. Run the criminal records check. Even though an applicant has had a criminal records check run (teacher, government worker etc.) through another agency, we need to have **your church** run an additional records check.
3. Once the background check is completed by the designated person at your church, have your **senior pastor** fill out the **certification form**.
4. If there is criminal history reported, please attach a letter of explanation regarding the offense and also a letter from the pastor stating why he/she still feels the applicant should be approved to work with minors.
5. Mail the volunteer application, the pastor certification and the medical release form to SoCal Kids Ministries. **DO NOT send** a copy of the background check. Keep that for your files at the church.
6. The Senior Pastor or an appointed representative must sign the Pastor Certification Form for every adult attending. By signing the form the church/Pastor is stating that the volunteer is cleared and that the church is accepting responsibility for the background check being reviewed and is stating the applicant is cleared and able to serve as Camp Counselor at a Network Camp.

DO NOT WAIT to start this process for your volunteers.
We WILL NOT admit any person 18 years of age and/or older
to any of our children's events without this paperwork.