



## YMCA VOLUNTEER APPLICATION

The YMCA is a nonprofit like no other. THANK YOU for taking an active role in strengthening your community! THANK YOU for considering a volunteer opportunity with the YMCA. Since 1869, our cause has remained the same: to strengthen community, giving children and families from all walks of life the resources and support they need to be healthy, confident, connected and secure.

**Interviewing Director** \_\_\_\_\_

### Personal Information

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

### Employer/School information

\_\_\_\_ Employed \_\_\_\_ Student \_\_\_\_ Other (describe) \_\_\_\_\_

Company/Organization/Institution \_\_\_\_\_

May we contact them to recognize your efforts? \_\_\_\_\_ Yes \_\_\_\_\_ No

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**Statement I** certify that the answers given herein are true and complete to the best of my knowledge. I authorize investigation by the YMCA or its assigned agencies of all statement considered in this Volunteer Application as it may be necessary to arrive at a decision with regard to volunteering

**Interests**

Aquatics		Before and After School Care	
Fitness/Wellness		Maintenance	
Office Help		Teach a Skill	
Babysitting		Sports & Recreation	
Seniors		Arts/Culture (specify)	
Youth		Other (specify)	
Fundraising		Special Events	

**Availability**

**Circle Preference**

	Morning (open to 12:00 noon)	Mon, Tues, Wed, Thurs, Fri, Sat, Sun
	Afternoon (12:00 noon to 6:00pm)	Mon, Tues, Wed, Thurs, Fri, Sat, Sun
	Evening (6:00pm to close)	Mon, Tues, Wed, Thurs, Fri, Sat, Sun

I understand that every volunteer, who is at least 18 years of age, must submit to a background check and/or finger printing, as required by law. \_\_\_\_\_ Yes \_\_\_\_\_ No

**For PA YMCA Branch Volunteers: Have you lived outside of Pennsylvania in the last 10 years? Yes  No**

**I have provided a current copy of the following clearances:**

**Child Abuse  FBI Fingerprinting**

We are an Equal Opportunity Employer

The YMCA considers applications for all positions without regard to race, color, religion, creed, marital or domestic partner status, civil union, gender, gender identity or expression, sexual or affectional preference or cellular blood trait, or other trait or classification in violation of federal or state discrimination laws (“protected class”). Further, the YMCA does not discriminate based upon association with a person who is a member of a protected class.

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent Signature** (if applicant is under 18 years of age) \_\_\_\_\_ **Date** \_\_\_\_\_



## Greater Philadelphia YMCA VOLUNTEERS

### ACKNOWLEDGEMENT OF RECEIPT OF Volunteer Training/Clearance Requirements at the GPY

- ✓ I acknowledge that I have received a copy of the YUSA Safe Sports Act. I understand that the hand out is intended to serve as a guide of the Greater Philadelphia YMCA and the YUSA policies and procedures for all volunteers.
- ✓ I acknowledge that I received a copy of the Y's Keeping Kids Safe. I acknowledge that I have read the information herein and understand that it describes the responsibilities of Y employees/volunteers. I have read and understand all policies and procedures relating to Child Abuse Reporting Procedures and Code of Conduct.
- ✓ I understand that all volunteers are Mandated Reporters.
- ✓ I understand that as a volunteer in PA, I must complete a criminal background check. I will receive an email inviting me to complete the background check. Alternatively a comprehensive Criminal Background Check that has been taken within 24 months can be submitted.
- ✓ I understand that as a volunteer in New Jersey I must complete a background check yearly. Alternatively a comprehensive Criminal Background check taken with in the last 12 months can be submitted.
- ✓ I understand that, as a volunteer, I must complete Duty to Report. I will receive an email outlining how to complete the course. Alternatively, a certificate of completion of Mandated Reporter Training that has been taken within 24 months may be submitted.
- ✓ I understand that as a volunteer, I must complete Volunteer Safety/Childcare Orientation on the GPY Litmos software platform. I will receive an email outlining how to complete this course.
- ✓ I understand that as a volunteer, I must complete the CDC HEADS UP to Youth Sports online training on the CDC website. I will receive an email outlining how to complete this course.
- ✓ I understand that all the above training and clearances have to be completed and submitted to the Y before starting my volunteer position
- ✓ I also understand that any violation of these policies or any other information as outlined in this packet may result in immediate dismissal of my volunteer position.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email Address (Please print) \_\_\_\_\_



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## Safe Sport Act

### Overview, Implications for YMCAs, FAQs and Resources

#### OVERVIEW

Signed into law In February 2018, **new federal legislation has expanded the requirements around sexual abuse reporting and prevention policies** for organizations that arrange or sponsor youth sports competitions. The Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017, commonly referred to as The Safe Sport Act, was created in response to recent revelations of ongoing abuse within USA Gymnastics. **The new requirements affect organizations that arrange interstate or international amateur athletic competitions for minors, as well as the adults working with minor amateur athletes on behalf of those organizations.**

**YMCA of the USA (Y-USA) recommends all YMCAs that offer youth sporting activities take steps to ensure their policies and procedures for abuse prevention and reporting align with the law.** If you have specific questions about if and how the legislation applies to your YMCA, **please consult legal counsel to assist with interpreting the law and its implications for your YMCA.**

#### THE REQUIREMENTS

The major requirements under the law include that:

1. **All adults authorized by the organization to interact with athletes, including volunteers, are deemed mandated reporters.** All mandated reporters must report any incidents or suspected incidents of child abuse as soon as possible (**in no event later than 24 hours**) to the appropriate authorities. (Child abuse is defined as physical or mental injury, sexual abuse or exploitation, or negligent treatment.) For organizations that are sanctioned by or under the jurisdiction of National Governing Bodies, such as USA Gymnastics or USA Swimming,

mandated reporters also must report to the US Center for Safe Sport. Penalties, in the form of a fine or imprisonment, are dependent on the state law and can be significant.

2. **Organizations must offer and provide consistent training** regarding prevention and reporting of sexual abuse to adults who are in contact with athletes (including volunteers). Subject to parental consent, the training must also be made available to minor members.
3. **Organizations must establish procedures to prevent abuse.** Specifically, they must establish reasonable procedures to limit one-on-one interactions between an athlete who is a minor and an adult without being in an observable and interruptible distance from another adult.
4. **Organizations must protect those making reports from retaliation.**

## **PROTECTING YOUTH FROM ABUSE IN THE Y**

Keeping children and teens safe always has been the Y's top priority, **and YMCAs that have adopted best practices in child safety likely are meeting many of the requirements outlined by the Safe Sport Act.** Specifically, the child protection requirements of the new Child Protection and Aquatics Safety Membership Qualification, approved by member associations in 2017, require training for staff and volunteers and reporting of abuse by staff and volunteers in accordance with applicable laws. In addition, it also requires the completion of a self-assessment that helps Ys review and improve organizational policies regarding abuse prevention.

**While working to meet the member qualification requirements will assist in complying with the Safe Sport Act, it is still critical that your association learn about the specific requirements of the law and take any additional steps necessary to ensure compliance.**

## **FREQUENTLY ASKED QUESTIONS**

### **1. Who is affected by the Safe Sport Act?**

This Act applies to organizations that sponsor or arrange interstate or international amateur athletic competition for minors. This includes National Governing Bodies (NGBs) like USA Gymnastics, USA Swimming and other Olympic sports, but it also can include camps, public and private schools, collegiate sports, country clubs, community organizations and sport facilities. In addition, adults who are considered mandated reporters can be sanctioned under the laws of the state where they reside if they fail to report abuse as required.

## **2. What if my YMCA does not engage in interstate or international competition?**

The term interstate is very broad. Even if your programs do not participate in interstate or International competitions regularly, other activities may still qualify. For example, programs with participants who live in a different state may be considered Interstate activity. Also, YMCAs that participate in Nationwide Membership may qualify. **Y-USA encourages all YMCAs that offer youth sports activities to comply with the law.** If you believe your Y would not be affected, you are encouraged to consult your legal counsel to be sure.

## **4. What type of training is required for my staff and volunteers?**

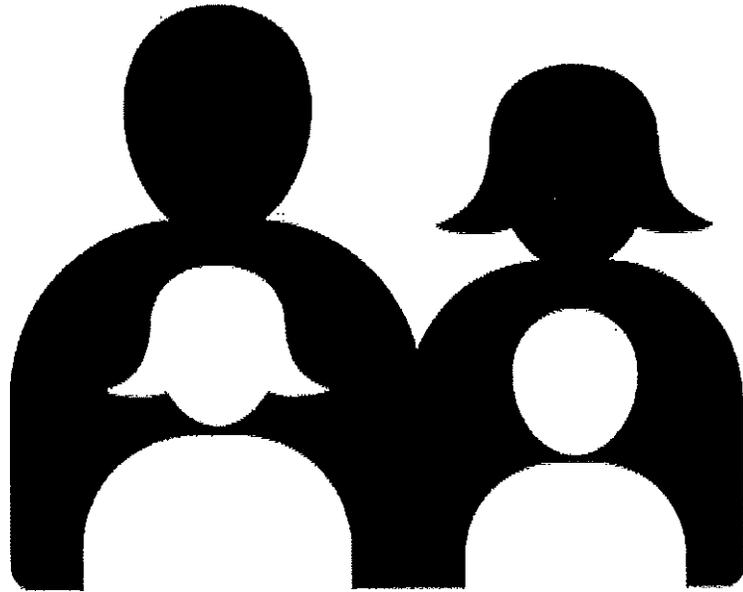
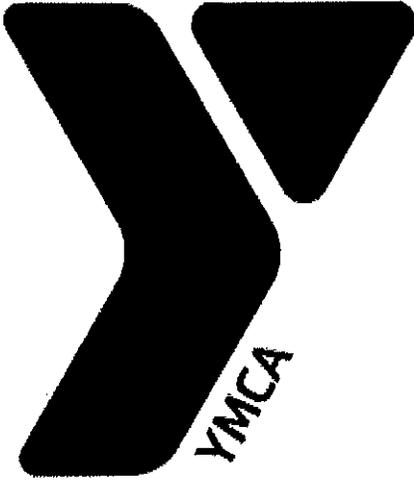
The Act requires organizations to offer and provide consistent training to adults in regular contact with amateur athletes who are minors, and the training must address both reporting abuse and measures to prevent abuse. This would include any staff and volunteers approved to interact with youth athletes at your Y. Trainings on the topics of prevention and reporting are available from Praesidium (see RESOURCES below). If any of your Y's sports programs are governed by a National Governing Body, the US Center for Safe Sport is also developing training that your Y must use.

## **6. Are there additional requirements for National Governing Body Organizations and Paralympic Sports?**

For any activities governed by National Governing Bodies and Paralympic sports, additional procedures and policies are required under the act. The organizations must enact oversight procedures, including regular and random audits conducted by subject matter experts, like Praesidium. Additionally, these organizations are required to report suspicions of abuse to the U.S. Center for Safe Sport, Implement a standardized mechanism for reporting and enact procedures to prohibit retaliation.

## **7. What if some YMCA staff and volunteers are minors themselves?**

The Act states that **adults** who interact with minor athletes are considered mandated reporters. It is generally accepted that the term 'adult' applies to those 18 years of age and older. However, state law can vary, so the Y-USA recommends that YMCAs consult with their legal counsel on this point. In addition, Y USA recommends that YMCAs develop policies that instruct anyone who is not a mandated reporter but is interacting with athletes to report any suspicions or incidents of abuse to a supervisor. We also recommend that volunteers and staff who are under the age of 18 be well-versed in your prevention and reporting policies and that they go through the appropriate prevention training.



# KEEPING KIDS

# SAFE

GREATER PHILADELPHIA YMCA  
CHILD ABUSE PREVENTION



## GREATER PHILADELPHIA YMCA CHILD ABUSE REPORTING PROCEDURES

**The Y advocates a positive guidance and discipline policy with an emphasis on positive reinforcement, redirection, prevention and the development of self-discipline.** At no time will the following disciplinary techniques be tolerated: physical punishment, striking, biting, kicking, squeezing, shaming, withholding food or restroom privileges, confining children in small locked rooms, or verbal or emotional abuse.

Affectionate touch and the warm feelings it brings is important in helping a child grow into a loving, peaceful adult. However, Y staff and volunteers need to be sensitive to each person's need for personal space (I.e. not everyone wants to be hugged). The Y encourages appropriate touch; however at the same time, the Y prohibits inappropriate touch or other means of sexually exploiting children.

**In the event that an employee/volunteer is in a situation where there is a need to respond to risky behaviors and suspicions or reports of child abuse** through disclosure, discovery, and suspicion, the following steps are to be taken:

All YMCA employees/volunteers are obligated by law to contact the Department of Human Services directly. If an employee/ volunteer does not feel comfortable going to the DHS alone, he/she should go to a YMCA Director who will walk them through the process of reporting, Once the employee/volunteer has made the report, if they did not go to their Supervisor first, they are required to Immediately inform their Supervisor thereafter.

1. The employee/volunteer will make a report in accordance with relevant state or local child abuse reporting requirements and will cooperate to the extent of the law with any legal authority Involved,
2. After the report has been made, the employee/volunteer will notify his/her Supervisor and/or Executive Director of the branch.
3. In the event the reported incidents involve a program volunteer or employed staff, the Executive Director will, without exception, suspend the volunteer or staff person from the Y.
4. The parents or legal guardian of the child(ren) involved in the alleged incident will be promptly notified in accordance with the directions of the relevant state or local agency.
5. Whether the incident or alleged offense takes place on or off Y premises, it will be considered job related (due to the youth Involved nature of the Y).
6. Reinstatement of the program volunteer or employed staff person will occur only after all allegations have been cleared to the satisfaction of the person named in Section 1 and 2.
7. All Y staff and volunteers must be sensitive to the need for confidentiality in the handling of this information, and therefore, should only discuss the incident with the persons named In Section 1 and 2.

## DEFINITIONS OF CHILD ABUSE

There are four types of child abuse. They are defined as:

**PHYSICAL:** An injury or pattern of injuries that happen to a child that is not accidental. These injuries may include beatings, burns, bruises, bites, welts, strangulation, broken bones or death.

**NEGLECT:** Neglect occurs when adults responsible for the well-being of a child fail to provide for the child. Neglect may include not giving food, shelter, clothing; failure to keep children clean; lack of supervision and withholding medical care.

**EMOTIONAL:** Any chronic and persistent act by an adult that endangers the mental health or emotional development of a child. Including rejection, ignoring, terrorizing, corrupting, constant criticism, mean remarks, insults, and giving little or no love, guidance and/or support

**SEXUAL:** Sexual abuse is the sexual assault or sexual exploitation of children. Sexual abuse may consist of numerous acts over a long period of time or a single incident. Children can be victimized from infancy through adolescence. Sexual abuse includes rape, incest, sodomy, fondling, exposing oneself, oral copulation, and penetration of the genital or anal openings as well as forcing children to view or appear in pornography. The perpetrator keeps the child from disclosing through intimidation, threats and rewards.

Experts estimate that 1 in 4 girls and 1 in 6 boys are sexually abused before their 18th birthday.

In more than 90% of the sexual abuse cases the child and the child's family know and trust the abuser. 30-40% of children are abused by family members and nearly 40% are abused by older or larger children.

**Child sexual abuse is not the problem of one region, race, creed, socio-economic status or gender. It impacts every community and every person in America.**

In abuse cases reported in Massachusetts and California, the greatest number of cases is those of neglect, followed by cases of physical abuse, with sexual abuse cases ranking third and finally emotional abuse. Two million cases of child abuse are reported each year and of those reported cases, two thousand of the children die.

Office of Children, Youth and Families  
801 Market Street  
6th Floor Philadelphia, PA 19107  
(215) 560-2249 or (215) 560-2823