



Volunteer Application Packet

Our Mission...

The Agape Pregnancy Resource Center exists to demonstrate and share the life-changing message of Jesus Christ by providing practical help and loving support to those facing an unplanned pregnancy.

Our Vision...

The Agape Pregnancy Resource Center is a dynamic center impacting lives by . . .

- Informing those in an unplanned pregnancy of options and help available to them.
- Encouraging girls, women, men, and families in an unplanned pregnancy or pregnancy loss by providing personal and practical help for their physical, emotional, and spiritual needs.
- Educating individuals, students, and our community by advocating sexual purity as a positive lifestyle.
- Offering restoration and healing through Jesus Christ.



Volunteer Job Description

Principle Functions: To reach out to women in an unplanned pregnancy with the mercy and compassion of Jesus Christ by offering practical assistance in both word and action.

Reports To: The Center Administrator/Shift Leader

Qualifications:

1. Be a committed Christian who demonstrates a personal relationship with Jesus Christ as Savior and Lord.
2. Be an active member, in good standing, with a local church.
3. Exhibits strong commitment and dedication to the pro-life position.
4. Agree with and be willing to uphold the Statement of Principle, Statement of Faith, Statement of Church Membership, Statement of The Sanctity of Human Life, and policies of the center.
5. Be able to carry out responsibilities with little or no supervision.
6. Dependable, stable, and capable of following through on commitments.
7. Completion of volunteer training.

Responsibilities:

1. Be knowledgeable of referrals concerning housing, food distribution, etc.
2. Perform duties as assigned by the Center Administrator/Shift Leader.
3. Attend volunteer and staff meetings.
4. Become familiar with and follow APRC Policies and Procedures.
5. Be available to volunteer/work at least one 4 hour shift per week.
6. Provide accurate information and education on abortion, parenting, and adoption.
7. Share the Gospel of Jesus Christ with all clients who visit the Center.
8. Carefully record all client information and return visits on the Intake form and other documents.
9. Follow up clients appropriately according to the policies of APRC.

Training – APRC will provide the following:

1. Volunteer on-the-job training.
2. Consultation with the Shift Leaders concerning hard cases.
3. Materials and supplies appropriate for use with each client.
4. Resources for further education: books, tapes/CDs, training.
5. Volunteer/Staff Meetings and Shift Meetings which will provide the opportunity to:
 - a. Pray with other volunteers.
 - b. Fellowship with other volunteers.
 - c. Receive new information to increase expertise as a volunteer.
 - d. Give input.



Volunteer Application Form

Applying to be a: Client Advocate Teacher Admin Helper Nurse/Sonographer

Last Name, First Name and Middle Initial _____

Home Address _____

City, state, zip code _____

Birthday _____ Primary Language _____ Other Languages: _____

Cell phone _____ Home phone _____

E-mail _____

Have you ever volunteered or been employed at Agape PRC? YES NO If YES, please indicate the position and list the dates: _____

Marital Status: Single Married Separated Divorced

Do you have any children? If so, please list names and ages: _____

Occupation _____

Employer _____

Did you graduate from high school? YES NO Did you graduate from college? YES NO

Special Qualifications (advanced degree, counseling experience, etc.)

Field of Working Experience _____

Previous Volunteer Experience _____

Why do you desire to serve at Agape Pregnancy Resource Center? _____

How does a person become a Christian? _____

How did you come to accept Christ as Savior and Lord? _____

_____ How long have you been a Christian? _____ years

Please provide the following for the church you attend. Name _____

Address: _____ Phone: _____

How frequently do you attend? _____ Pastor's Name: _____

What is your attitude about sharing your personal faith in Jesus Christ? _____

Have you ever received training to share your faith in Jesus Christ? ____ YES ____ NO

If NO, are you willing to be trained in personal evangelism: ____ YES ____ NO

Are you willing to attend the Pregnancy Resource Center training sessions? ____ YES ____ NO

What is your spiritual gift(s)? _____

What role do you believe prayer plays in this ministry? _____

Have you ever had a traumatic experience related to abortion? ____ YES ____ NO If YES, please describe it. _____

Would you consider yourself to be "pro-life"? Please explain. _____

Why do you believe you are able to effectively work with women in an unplanned pregnancy?

If selected, are you willing to make a four hour commitment each week? ____ YES ____ NO

References

List three references with phone numbers (Nurses/Sonographers, please give professional references)

- 1. _____
- 2. _____
- 3. _____

Please carefully read the attached Statements of Belief. If you agree, please sign them.

APRC Statement of Faith

Following are important truths in which we at Agape Pregnancy Resource Center (APRC) believe. All Board of Directors members, employees, and volunteers of APRC must maintain beliefs consistent with the following statement of faith:

- A. I believe in one Sovereign God, eternally existing in three persons: God the Father, God the Son (Jesus Christ, our Lord), and God the Holy Spirit; I believe that God alone created the heavens and the earth out of nothing by His spoken word.
- B. I believe that God has revealed Himself and His truth in the created order, in the Scriptures, and supremely in Jesus Christ, and that the Holy Bible is inspired by God, infallible in all that it teaches and the final rule of faith and practice.
- C. I believe God created human beings in His own image to fellowship with and serve Him forever, but that through Adam's sin, the human race fell into a state of sinfulness that resulted in separation from God and condemnation to death.
- D. I believe that Jesus Christ, conceived by the Holy Spirit and born of the Virgin Mary, is true God and true man, existing in one person and without sin; that he died on the cross for our sins, was raised bodily from the dead, and offers forgiveness for sins and victory over death unto eternal life to all who believe in Him as Savior and Lord.
- E. I believe that grace is free for all who ask. No one can earn a place in God's family through doing good deeds. Once a believer enters God's family, he or she is eternally secure as a child of God. Every believer has direct access to God through prayer.
- F. I believe that the church is the body of Christ made up of all believers; that Jesus Christ is its head; that the Holy Spirit energized the body to bear witness for Christ in the world.
- G. I believe in the blessed hope that Jesus Christ will return to this earth personally, visibly and unexpectedly, to gather His church, to raise the dead, to judge the nations, and to bring His Kingdom to fulfillment.

Signature

Date

APRC Statement of Sanctity of Human Life

Procreation is a gift from God, a precious trust reserved for marriage. At the moment of conception, a new being enters the universe, a human being, a being created in God's image. This human being deserves our protection, whatever the circumstances of conception.

Signature

Date

APRC Statement of Church Membership

I am an active member, in good standing, in an evangelical local church.

Signature

Date

APRC Statement of Agreement

The Agape Pregnancy Resource Center (APRC) has adopted the following principle guidelines for operation. APRC staff includes all individuals that serve at the center, be they employee, nurse/sonographer, client advocate or volunteer. APRC staff are required to uphold these standards. It is only through their efforts that clients are impacted in a positive way.

1. APRC proposes and offers, through education and creative services, positive choices for the woman challenged by pregnancy.
2. APRC shall not discriminate regarding race, creed, color, national origin, age or marital status. APRC staff will set aside personal prejudices and biases in an effort to reach out to others who may not be like-minded.
3. Services offered by the APRC are personal, confidential and non-judgmental.
4. APRC shall not advise, provide, or refer for abortions.
5. APRC shall encourage chastity as a positive lifestyle choice.
6. APRC provides client advocates and nurses to discuss pregnancy related and sexuality issues with clients.
7. APRC is committed to giving information that is factual and accurate in a loving, caring and non-judgmental fashion. Representatives shall never give misleading information, nor shall they use "scare tactics."
8. APRC is committed to quality services for all clients. In pursuit of this goal, all procedures outlined in the Policy and Procedures Manual must be followed carefully.
9. Understanding that the congruity of principle and action is an integral element in the integrity and effectiveness of the program, client advocates, nurses, and other representatives of the APRC shall abide by the standard of sexual purity in the form of marital fidelity if married, and sexual integrity if unmarried.

As a client advocate, nurse or paid staff members of the Agape Pregnancy Resource Center, I state that I agree in principle and spirit with the policies and procedures of said program. I further agree to uphold all policies and procedures when serving as a representative of Agape Pregnancy Resource Center in any capacity.

Signature

Date

Confidentiality Agreement

I understand that all APRC information could be sensitive and confidential in nature, and I promise to maintain the confidentiality of all information to which I have access. I also commit to exercise discretion in conversation within the clinic, always cognizant of the potential for someone overhearing.

I understand that personnel and patient information is to be discussed only with appropriate personnel in private areas where others may not overhear and will keep all such information in the strictest confidence, even after I am no longer associated with the APRC.

I understand that APRC information of any nature is to be released by the Executive Director and agree not to discuss APRC business or affairs with anyone outside of the organization. I also promise to apply Biblical principles to all my conversations communications and problem-solving.

I understand that access to the APRC's databases, including medical, donor, etc., shall only be accessed for authorized reasons and only while at the APRC office. I agree not to otherwise access them unless specifically authorized.

I understand that violation of this policy is serious and will require investigation by the Executive Director and possible result in immediate termination.

Signature

Date



Volunteer/Employee Statement of Handbook Acknowledgment

This is to acknowledge that I have received a copy of APRC's Policy & Procedures Manual. I understand that it provides guidelines and summary information about APRC's human resources policies, procedures, benefits and rules of conduct. I acknowledge specifically that all email, texts, computer and communication equipment, software, networks and systems, Internet and other online access and/or email accounts, and all other computer and communications mechanisms (collectively referred to in this Manual as "computer systems" or "systems", are the property of APRC and are provided to enable me solely to carry out my duties for APRC and in furtherance of its ministry purposes, and that all text and email messages and other content I may create in my service to APRC are and shall remain the exclusive property of APRC. I also understand that it is my responsibility to read, understand, become familiar with, and comply with the standards that have been established in the Manual. I further understand that APRC reserves the right to modify, supplement, rescind, or revise any provision, benefit, or policy from time to time, with or without notice, as it deems necessary or appropriate.

I also acknowledge that both, APRC and I, have the right to terminate the volunteer/employment relationship at any time with or without cause, in compliance with the Policy & Procedures Manual, and that this employment-at-will relationship will remain in effect throughout my employment with APRC unless it is specifically modified by an express written agreement signed by me and the Board chair.

I further acknowledge that this employment-at-will relationship may not be modified by any oral or implied agreement.

In addition, I acknowledge that I agree to the Arbitration of Disputes policy contained in this Handbook.

Employee/Volunteer Name (Printed): _____

Employee/Volunteer Name (Signed): _____

Date: _____

For Office Use Only

Applicant's Name _____

| Task | Signed Off By | Date Completed | Notes |
|------------------|----------------------|-----------------------|--------------|
| Application | | | |
| References | | | |
| Background Check | | | |
| Interview | | | |
| Shadowing | | | |
| Training | | | |