



Your Diocesan Volunteer Requirements – 18 and Over

Thank you for volunteering! Please return the following required paperwork ASAP to the SJN staff person in charge of your ministry

1. Authorization to Conduct Background Check (to be renewed every 5 years)
 - Go to www.rockforddiocese.org/documents/#Safe%20Environment%20Forms
 - Click “Authorization to Conduct Background Check.”
 - Please print, complete, and submit form.

2. VIRTUS/Protecting God’s Children Training (one-time training)
 - Go to www.rockforddiocese.org/documents/#Safe%20Environment%20Forms
 - Click “Protecting God’s Children Training”
 - Take the 1-hour training course, following the directions on the web site.
 - When completed, print out and submit the Certificate of Completion.
 - Note: If you have completed this for a different parish, simply give us a copy of the attendance certificate from that time.

3. Code of Pastoral Conduct (dated 8/1/2013 or later)
 - Go to www.rockforddiocese.org/documents/#Safe%20Environment%20Forms
 - Click “Code of Pastoral Conduct” and read the booklet.
 - On page 16, there is a Volunteer Acknowledgment form. Please print, sign, and submit form.

4. Norms for the Prohibition of Sexual Misconduct with Minors and Adults (dated 9/1/2019 or later)
 - Go to www.rockforddiocese.org/documents/#Safe%20Environment%20Forms
 - Click “Sexual Misconduct Norms.” The password is: #safedio
 - Read the booklet. On page 27, there is a Volunteer Acknowledgment form. Please print, sign, and submit form.

5. Code for the Pastoral Use of Technology and Social Media (dated 10/7/2016 or later)
 - Go to www.rockforddiocese.org/documents/#Safe%20Environment%20Forms
 - Click on “Code for the Pastoral Use of Technology and Social Media” and read the form.
 - On page 5, there is an Acknowledgment form. Please print, sign, and submit form.

6. DCFS Acknowledgement of Mandated Reporter Status (dated 5/2019 or later)
 - Go to www.rockforddiocese.org/documents/#Safe%20Environment%20Forms
 - Click “DCFS Acknowledgment of Mandated Reporter Status (Volunteer)”
 - Please print, sign, and submit form.

7. Guidelines for Youth and Those Working with Youth (dated 9/1/2019 or later)
 - Go to www.rockforddiocese.org/documents/#Safe%20Environment%20Forms
 - Click “Guidelines for Youth and Those Working with Youth”
 - On page 10, there is an Acknowledgement form. Please print, sign, and submit form.