



Child Evangelism Fellowship of Indiana, Inc., South Central Area
Volunteer Application & Screening Instructions
For Adult Volunteers (18 yrs and older)

www.cefindiana.com

Effective January 1, 2016

All volunteers and paid workers are required to complete a volunteer application process and undergo a national criminal background check in accordance with the Child Protection Policy of *Child Evangelism Fellowship, Inc.*

In today's society child abuse and child abuse accusations are occurring daily. Therefore it is important that CEF® takes steps to protect the children to whom we minister and protect our workers from false accusations.

It is critical that screening is accomplished **before** ministry takes place. CEF training is also required to serve with CEF sponsored clubs. Contact our office for more information, if needed.

Please note: There is a \$6 fee to complete the screening process. You will need a debit or credit card handy to complete this process.

VOLUNTEER APPLICATION & SCREENING STEPS

FIRST: Have your reference names, addresses, and phone numbers ready. Also have your church address ready before logging in to begin the process.

SECOND: Go to <http://cefindiana.com/>. Click on RESOURCES and complete each of the items, listed on CHILD PROTECTION DETAILS.

THIRD: Go to Protect My Ministry site: <https://www.ministryopportunities.org/CEFINApp> and complete the fields and follow prompts. The application/screening process is a **40 minute timed session**.

NOTE: The system will time-out after approximately 10 minutes of no activity. Also, if you experience problems with the driver's license fields, they may be skipped.

LAST: Call the club Team Leader to arrange a time to complete an interview and ID confirmation. You can skip this step if you have completed an interview in the past.

Please do not delay completing your screening!

If you have any concerns **please contact us** at 317-867-1486 and we will be glad to help.

If you are a continuing volunteer (active within the last calendar year and have had a background check within 5 years, you do **NOT** need to complete Volunteer Application and Screening process. We **do** need you to read and complete the CEF Statement of Faith and Doctrinal Protection Policy annually. If you need a copy, please contact your Team Leader or the CEF office at 317-867-1486. You can also print a copy of this form from our website (www.cefcentralindiana.com, click on Resources)