

New Employee/Volunteer Information Sheet

New Employee or Volunteer please complete this section. PRINT CLEARLY

First Name _____ Last Name(s) _____

Birth Month _____ Birth Day _____

Email Address _____

Program Director please complete the following section:

_____ Employee: _____ Full-time _____ Part-time

_____ Volunteer: _____ Full-time _____ Part-time

Primary Position: _____ Will not work 4 or more times

_____ Works 4 or more times a year

_____ Teachers (Must be a professional teacher in a Catholic school)

Primary Program:

Select the one that most closely fits the position being filled by volunteer or employee.

_____ Administration

_____ Afterschool

_____ Camp, Day

_____ Child care

_____ Children liturgy

_____ Church

_____ Deacon

_____ Development

_____ Facilities

_____ Housekeeping

_____ Interns/Temps

_____ Liturgical minister

_____ Ministry to Deaf

_____ Ministry to Disabled

_____ Money counter

_____ Music ministry

_____ Parent volunteer

_____ Preschool

_____ Program staff

_____ Programs, adult

_____ Programs, family

_____ Programs, youth

_____ Religious education

_____ Retired

_____ School

_____ Scouting

_____ Seminarian

_____ Spanish

_____ Sports, youth

_____ Substitute

_____ Transportation

_____ Tutor

_____ VBS

_____ Vietnamese

_____ Vocation

Return this form to the Armatus Administrator for your parish/school.