

Key Information for Volunteers

North Shore Bible Church

North Shore Bible Church (NSBC) will be offering specific volunteer services to address various needs both within the church and greater local community. To that end, the church has decided that one of the key requirements is for all volunteers to complete a background check process. These checks are essential for maintaining a safe and trustworthy environment for all involved. There are several important reasons for this requirement:

- Risk Management: organizations have a duty of care to prevent foreseeable harm, especially when dealing with the more vulnerable populations such as children or the elderly
- Safety & Trust: background checks ensure the safety of participants and build trust within the broader community being served
- Comprehensive Screening: a thorough background check provides a more complete picture of who is joining the volunteer teams, ensuring each person is suitable for their specific role

The following requirements apply for all those interested in volunteering at NSBC:

- 1) Complete and sign a comprehensive application - Volunteer Background Check, Liability Waiver and Release (instructions and documents are located on the church website: Northshorebc.org)
- 2) Provide required documents to enable a background check to be completed via Protect My Ministry – NSBC’s current service provider
 - a. A Motor Vehicle Record (MVR) will be requested as well as part of the background check for those volunteers transporting others in a vehicle
 - b. Volunteers must have a current background check conducted every 4 years
- 3) Volunteers must have been a regular attendee at NSBC for the past 6 months

Process for Approving Volunteers

In order to begin the process for being approved as a volunteer, please submit the following documents to the church secretary who will submit the data to the Protect My Ministry organization:

- 1) Volunteer Background Check, Liability Waiver and Release information form signed by the applicant
- 2) Copy of a valid Driver's License
- 3) Copy of current Auto insurance coverage card (if the volunteer will be driving)

Volunteer Accident Insurance

NSBC has chosen to ensure that the church's volunteers have insurance coverage in the event they or anyone else are injured. The church has purchased a rider on its insurance coverage for Volunteer Accident insurance as outlined below with the following benefits:

- Accident Medical Expense Maximum - \$100,000 for Usual & Customary expenses
- Accidental Death Benefit - \$25,000
- Accidental Dismemberment Benefit Maximum - \$50,000
- Accidental Paralysis Benefit Maximum - \$50,000
- Accidental Death & Dismemberment and Paralysis Aggregate - \$500,000 per Accident

Driver's Accident Insurance

The church also has auto insurance policy for those drivers who transport people on behalf of the church. This is a policy that is secondary to the driver's personal insurance policy. In addition, the church has an umbrella policy if required.

Questions? – Contact the church office in person or by email: secretary@northshorebc.org