

OFFICE OF CATHOLIC FAITH FORMATION SERVICES
Roman Catholic Diocese of Albany

CATECHIST/YOUTH MINISTRY APPLICATION

Name _____

Address _____

City _____ State _____ Zip _____

Home telephone _____ Business telephone _____

Cell Phone _____ Email address _____

Date of Birth ____/____/____

What is your present employment? _____

How long have you been a member of this parish? _____ years

If you have been a member for less than one year, please give the name of your previous parish.

Name of parish _____

Address _____

City _____ State _____ Zip _____

Please check the category for which you are applying:

_____ the position of parish catechist on the _____ grade level.

_____ the position of youth ministry in the parish.

_____ other (aide, monitor, retreat helper, etc.) _____

Please give two character references from people who have known you for two (2) or more years.

Name _____ Phone _____

Address _____

City _____ State _____ Zip _____

Name _____ Phone _____

Address _____

City _____ State _____ Zip _____

Please list your educational background.

School _____ Location _____

Years _____ Degree/major _____

Have you ever been certified as a catechist? _____ yes _____ no

Have you ever been certified as a youth minister? _____ yes _____ no

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If certified as a catechist or youth minister, please fill out the following:

Year of Certification _____

Parish _____ Diocese _____

Address _____

City _____ State _____ Zip _____

Please list any talent, skills, or previous volunteer experience you have which may be of help in a faith formation and/or youth ministry program, e.g. musical, artistic abilities, drama, retreat facilitation, small group facilitation, etc.

Please list your educational background.

School _____ Location _____

Years _____ Degree/major _____

Have you ever been convicted of a crime? ____ yes ____ no

If yes, please explain. If you have been convicted of a crime other than a minor traffic offense, please state the following: the identity and location of the court, case number, nature of conviction, date, sentence received, sentence served including date and location, probation or parole officer, and the facts and circumstances related to the conviction.

I affirm, under penalties of perjury, that the information contained in this application is true and complete to the best of my knowledge. I am committed to living my faith as a Catholic Christian, participating in catechist/youth ministry formation and working to attain certification according to the guidelines of the Diocese of Albany.

I consent and authorize the parish or its agents to undertake any and all investigation it deems appropriate in connection with this application.

Signature of catechist/youth minister

Date ____/____/____

For Parish Office Use:	
References checked by _____	Date: ____/____/____
Background check completed at beginning of ministry	Date: ____/____/____
VIRTUS Training completed before beginning of ministry or within first 60 days	Date: ____/____/____
Diocesan Code of Conduct / Youth Code of Conduct signed & filed	Date: ____/____/____
Diocesan IT Policy signed & filed (if applicable)	Date: ____/____/____
Diocesan Social Media Policy signed & filed (if applicable)	Date: ____/____/____

Updated 9/23/13; office title revised 8/1/15