



Volunteers are a vital part of Women's Care Center. Therefore, I appreciate your interest in this life-affirming ministry.

You will find four different forms enclosed in this packet (volunteer application, pastor's reference, operating statements and personal references). Please return the 4-page application. I ask that you please forward the pastor's reference to your pastor and have them return it to Women's Care Center at P.O. Box 4765, Parkersburg, WV 26104 or email it to advocacy.director@wccmov.org. You will also find 2 personal reference forms. Please give these forms to your 2 references and I ask that they be returned to Women's Care Center by mail or email. You may keep the operating statements for your records.

Once we have received your application, personal references and pastor's reference, I may contact you for an interview. In the meantime, if you have any questions, please call me at 304.485.7122 ext. 5. Thank you again for your interest in serving at Women's Care Center.

Sincerely in Life,

Amy Keiser

Enclosures: 4

Women's Care Center

P.O. Box 4765
Parkersburg, WV 26104
304-485-7122

Personal and Confidential Volunteer Application

Name _____
Street _____
Home Phone _____
Cell Phone _____

Birth Date (Mo/Day/Yr) _____
City, State, Zip _____
Work Phone _____
E-mail Address _____

Employment History:

Employer _____
Position/Duties _____
Supervisor's Name _____

Dates: From _____ Through _____
Phone _____

Employer _____
Position/Duties _____
Supervisor's Name _____

Dates: From _____ Through _____
Phone _____

Education (Circle Below Last Year Completed)

High School 10 11 12
GED Completed Yes No

College 1 2 3 4 5 6 +
Degrees Earned _____

Church Attending _____
Pastor's Name _____ Phone _____
Positions in which you have served _____

Church Attendance Per Month (Circle One) 0 1 2 3 4 5 6 7 8 9 10 +
How Long Have You Been A Christian? _____ years

Have you ever been accused of, charged with, or convicted of child abuse, molestation or any other sex offense? (Circle One) Yes No
Explain: _____

Have you ever been arrested or convicted of any other crime? (Circle One) Yes No
Explain: _____

Are there any facts or circumstances of your life that would call into question your being entrusted with minors? For example: chemical/substance abuse, mental/physical health issues (Hepatitis, Communicable diseases, HIV+, etc.) Yes No
Explain: _____

MARRIAGE INFORMATION (If never married, check ___ and omit this section.)

Date of Marriage _____

Give Brief Information About Any Previous Marriages:

SPOUSE INFORMATION

Spouse's Name _____

Occupation _____

Work Phone _____

Cell Phone _____

Church Attending _____

Church Attendance Per Month (Circle One) 0 1 2 3 4 5 6 7 8 9 10 +

CHILDREN

Name	Age	Sex	Living Yes/No

Are you currently or have you ever been involved in seeking to adopt a child? Yes No

Explain: _____

Please list two references below:

Name	Phone	What Connection To You
_____	_____	_____
_____	_____	_____

What prompts your interest to volunteer at Women's Care Center?

If someone asked you how they could become a Christian, what would you tell them?

State your views on the pros and cons of birth control.

Place a checkmark beside the circumstance(s) when you would consider abortion as an alternative.

- Never an option
- Cases of rape/incest
- Mother's life in danger
- Extreme psychological distress
- Other (specify) _____

I attest to the fact that all of the information submitted via this application is true and I understand that any false misinterpretation of information could terminate my volunteer status.

By signing this form, I give Women's Care Center my permission to perform a background check and understand that my social security number will only be used for this purpose.

_____ (Print Name)
_____ (Signature)
_____ (Social Security Number)
_____ (Date)

PASTOR'S REFERENCE

Please complete and return to:

Women's Care Center
P.O. Box 4765
Parkersburg, WV 26104

_____ has applied for the position of volunteer with Women's
Care Center. Please take a few minutes and complete this form. Thank you.

Please print your name _____

Signature _____ Date _____

How long have you known the applicant? _____

In what relationship? _____

Do you recommend the applicant? _____

Can your comments be shared with the applicant? _____

Other comments: _____

PERSONAL APPEARANCE AND MANNER

What is the applicant's public demeanor?

0	1	2	3	4	5	6	7	8	9	10
Careless			Fair			Good			Attractive	

No basis for judging

LEADERSHIP

Evaluate the applicant's leadership qualities.

0	1	2	3	4	5	6	7	8	9	10
Never leads			Fair			Average			Exceptional	

No basis for judging

RESPONSIBILITY

How well is the applicant able to assume responsibility?

0	1	2	3	4	5	6	7	8	9	10
Unable to assume responsibility			Fairly responsible			Average - takes some initiative			Very responsible	

No basis for judging

COOPERATION

Evaluate the applicant's ability to lead through serving others.

0	1	2	3	4	5	6	7	8	9	10
Unwilling			Indifferent			Usually willing			Outstanding	

No basis for judging

TEAMWORK

Evaluate the applicant's ability to function in team relationships.

0	1	2	3	4	5	6	7	8	9	10
Works best alone			Works fairly with others			Works well with others			Works exceptionally well with others	

No basis for judging

SKILL IN COMMUNICATION

Evaluate the applicant's ability to present thoughts with logic and clarity.

0	1	2	3	4	5	6	7	8	9	10
Not able to communicate clearly			Occasionally misunderstood			Usually clear and logical presentations			Superior facility with logic and argumentation	

No basis for judging

SPIRITUAL MATURITY

Evaluate the applicant's Christian Faith experience.

0	1	2	3	4	5	6	7	8	9	10
Immature			Average			Growing			Unusual spiritual	Insight

No basis for judging

CHURCH INVOLVEMENT

Evaluate the applicant's relationship with a local church.

0	1	2	3	4	5	6	7	8	9	10
Infrequent church attendance			Frequent attendance			Active participation in local church			Deeply involved in life & ministry of church	

No basis for judging

PARA-CHURCH INVOLVEMENT

Evaluate the applicant's relationship with ministries outside the local church.

0	1	2	3	4	5	6	7	8	9	10
Infrequent participation			Frequent participation			Active participation			Deeply involved	

No basis for judging

SOCIAL ACCEPTANCE

How does the applicant's personality affect others?

0	1	2	3	4	5	6	7	8	9	10
Tolerated			Accepted			Well-liked			Sought after	

No basis for judging

SOCIAL AWARENESS

How responsive is the applicant to the feelings of others?

0	1	2	3	4	5	6	7	8	9	10
Slow to respond			Fairly responsive			Thoughtful and considerate			Unusual insight and understanding	

No basis for judging

EMOTIONAL STABILITY

Consider how the applicant responds in stress situations.

0	1	2	3	4	5	6	7	8	9	10
Somewhat unstable			Fair and well balanced			Usually well-balanced			Well-balanced	

No basis for judging

SOCIAL CONCERN

Evaluate the applicant's concern for the social needs of the world.

0	1	2	3	4	5	6	7	8	9	10	
Indifferent to Needs of the world			Aware of the needs of the world			Occasionally involved			Deeply involved in meeting the social needs of the world		No basis for judging

PROFESSIONAL ABILITY

How does the applicant compare in professional ability with others you have noted.

0	1	2	3	4	5	6	7	8	9	10	
Lower 50%			Upper 50%			Upper 25%			Upper 10%		No basis for judging



OPERATING STATEMENTS

Mission Statement

Women's Care Center is a Christ-centered medical clinic offering life-affirming choices for pregnancy and sexual health.

Vision Statement

We provide comprehensive support to protect the lives of unborn children, offer support and healing to victims of abortion, promote sexual risk avoidance, encourage healthy lifestyle behaviors that reduce the risk of sexually transmitted diseases and unplanned pregnancies, engage the community on the sanctity of human life, and share the gospel of Jesus Christ.

Sanctity of Human Life Statement

We believe in the sanctity of human life; All humanity is created in the image of God (Genesis 1:27), and all life created in the womb is created by God (Psalm 139:13). We believe that God has a plan for every human being created in the womb (Psalm 139:16, Jeremiah 1:5, Luke 1:44) and that life begins at conception.

Our mission is to share this truth with others; that abortion will be seen as it is – the deliberate taking of a human life.

We believe that all lawful things should be done to save and protect all human life, born and unborn.



Our Statement of Faith

The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of Women's Care Center's faith, doctrine, practice, policy, and discipline, our Board of Directors is Women's Care Center's final interpretive authority on the Bible's meaning and application. The Statement of Faith does not exhaust the extent of our beliefs. (Ps. 19:7-11; 2 Tim. 3:15-17; 2 Pet. 1:19-21; Rev. 22:19)

We believe that there is one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Spirit. (Gen. 1:26; Ex. 20:2-3; Deut. 6:4; Is. 43:10-11; 48:16; Matt. 28:18-19)

We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory. (John 1:1-3, 14; 1 Cor. 15:3-4; 2 Cor. 5:21; Gal. 4:4; 1 John 5:20)

We believe that for the salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely essential, and that salvation is received from God by the work of Christ on the cross alone, through our faith alone by the grace of God without the merit of man. (John 3:16-18; Rom. 10:9-13; Eph. 2:8-9; Titus 3:5)

We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life and to perform good works. There is no other intermediary other than Jesus Christ and the Holy Spirit. (John 14:16-17, 26; 15:26-27; 16:8-11, 13; Rom. 8:14, 16, 26-27; Eph. 1:13-14; 1 Tim. 2:5)

We believe that God wonderfully and immutably creates each person as male or female, and that these two distinct, complementary genders together reflect the image and nature of God. (Gen. 1:26-28; 2:15-25; 5:1; 9:6; Ps. 139:13-16; James 3:9)

We believe that God created marriage to be the basis of family exclusively the union of one man and one woman, and that intimate sexual activity is to occur exclusively within that union. (Gen. 1:27; 2:18, 21-24; Matt. 19:3-9; Eph. 5:21-33; 1 Peter 3:1-7)

We believe that human life begins at conception and that the unborn child is a living human being. Abortion constitutes the unjustified, unexcused taking of unborn human life. Abortion is murder and is unacceptable in God's eyes. (Exodus 21:22-25; Job 33:4; Ps. 139:13-16; Jeremiah 1:5; Ezekiel 18:4)

We believe in the resurrection of both the saved and the lost; those that are saved unto resurrection of life and those that are lost unto the resurrection of damnation. (Matt. 25:41; Luke 14:14; John 5:22, 28-29; 1 Cor. 15:51-54; Rev. 20:4-6, 11-15)

We believe in evangelizing and missionary work in accordance with our Lord Jesus Christ's command and commission to all who believe and follow Him. (Matt. 28:18-20; Acts 1:8; Rom. 10:13-15)

We believe in the spiritual unity of believers in our Lord Jesus Christ. (John 14:21-23; 17:21; Rom. 6:3-5)



Code of Christian Conduct

Christianity is central to the purpose and mission of Women's Care Center. For this reason, all center affairs are to be conducted in full accordance with the Bible, the center's Mission, its Statement of Faith, its By-Laws, as well as related policies reflecting the center's religious nature. It is the center's policy to be staffed, whether by employees or volunteers, with only committed disciples of Jesus Christ. Consequently, every employee and volunteer is expected to review and affirm his or her agreement with these standards as a condition of continued affiliation with the center, both in terms of doctrinal belief and practical application. Violation of this code shall constitute cause for discipline up to and including termination. "...set an example for believers (and unbelievers) in speech, in life, in love, in faith, and in purity." (I Timothy 4:12b) "Whatever happens, conduct yourselves in a manner worthy of the gospel of Christ." (Phil. 1:27)

- We are conscious of the fact that everything we do, directly or indirectly, has the potential to reflect upon WCC as a whole.
- We conduct ourselves at all times with openness, forthrightness, and honesty in dealing with people and organizations, both internally and externally.
- We hold ourselves to the highest possible standard of conduct, always striving to avoid even the appearance of impropriety.
- All of our communications are truthful, honest, and accurately describe the services we offer.
- We operate in accordance with all applicable laws.
- We respect confidentiality and only disclose information as required by law or as otherwise authorized by the client/patient.
- We treat others with kindness, compassion and in a caring and courteous manner.
- We believe in the sanctity of life from the moment of conception to natural death.
- We oppose abortion.
- We oppose all forms of abortifacients.
- We give accurate information about pregnancy, fetal development, lifestyle issues, and related concerns.
- We do not offer, recommend or refer for abortions or abortifacients, but we are committed to offering accurate information about abortion procedures and risks.
- We believe the Bible is the authoritative Word of God and provides guidance for our lives.
- We believe in chastity outside of marriage and fidelity within. We believe in the sanctity of marriage between one man and one woman as taught in the Bible. Therefore, all staff and volunteers commit to a lifestyle of sexual purity, and will refrain from engaging in any sexual relationships outside the bonds of Christian marriage.
- We live a lifestyle consistent with biblical values.
- All "conflict of interest" relationships will be avoided with Board members, staff, suppliers, those we serve, and other organizations with whom we deal, unless disclosed and approved.
- No one will accept gifts or favors which might influence the performance of their responsibilities.

**WOMEN'S CARE CENTER
OPERATING STATEMENTS AGREEMENT**

I have read and received the following Operating Statements of Women's Care Center mentioned below and agree to abide by these statements as a condition of my volunteering at Women's Care Center.

- Mission State
- Sanctity of Human Life Statement
- Statement of Faith
- Code of Christian Conduct

Printed name

Date

Signature

WOMEN'S CARE CENTER

Personal Verification of References

The person listed below is requesting that you evaluate their ability to be employed/volunteer at Women's Care Center. Please provide an honest and accurate response to the following questions regarding this candidate's employment/volunteerism. Thank you for your time assisting Women's Care Center.

This form is confidential and will be reviewed only by the people involved in the selection process.

Name of Candidate: _____

Name of Person submitting reference: _____

Address: _____

City, State, Zip _____

Phone: _____

Email: _____

How long have you known the applicant? _____

What is your relationship to the applicant? _____

Describe the applicant's responsibilities while helping/working with you?

Is the applicant dependable in their responsibilities? Do they arrive on time, and are prepared?

Please rate the applicant on the following:

(1) Outstanding (2) Good (3) Average (4) Below Average (5) Poor

Rate:	Category:	Comments:
	Faith Maturity	
	Emotional Maturity	
	Working as Part of a Team	
	Working with Authority Figures	
	Work Ethic	

WOMEN'S CARE CENTER
Personal Verification of References

	Flexibility	
	Honest/Integrity	
	Creativity	

Is there anything else specific you would like me to know about the applicant?

WOMEN'S CARE CENTER

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	Work Ethic	

WOMEN'S CARE CENTER
Personal Verification of References

	Flexibility	
	Honest/Integrity	
	Creativity	

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