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## CLIENT ADVOCATE APPLICATION

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**Contact Information:** Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_ text [ ] Y [ ] N

Email: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Marital Status: \_\_\_\_\_ Spouse Name: \_\_\_\_\_

Children's Names and Ages: \_\_\_\_\_

Emergency contact name and number: \_\_\_\_\_

**Personal Information:**

Marital Status: \_\_\_ Single \_\_\_ Married \_\_\_ Divorced \_\_\_ Widowed

Race: \_\_\_ Caucasian \_\_\_ Black \_\_\_ Hispanic \_\_\_ Asian \_\_\_ Indian Other: \_\_\_\_\_

Do you speak another language besides English? \_\_\_\_\_ If yes, what language? \_\_\_\_\_

Place of Employment: \_\_\_\_\_ Occupation: \_\_\_\_\_

Highest Level of Education: \_\_\_ High School \_\_\_ GED \_\_\_ # of years of college

List special training or qualifications that would benefit your volunteer work here (include any previous volunteer work): \_\_\_\_\_

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**Personal Reference:**

Name: \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

**Pastoral Reference:**

Pastor Name: \_\_\_\_\_ Church: \_\_\_\_\_ Phone: \_\_\_\_\_

**Christianity**

When did you become a Christian? \_\_\_\_\_

Describe your relationship with the Lord:

\_\_\_\_\_

Where is your church membership? \_\_\_\_\_ Pastor's name? \_\_\_\_\_

How often do you attend church? \_\_\_\_\_

Do you consistently attend a Bible Study? \_\_\_\_\_

**Evangelism**

How does a person become a Christian? \_\_\_\_\_

\_\_\_\_\_

What is your approach to sharing your personal faith in Jesus Christ?

\_\_\_\_\_

**Abortion**

What are your views on abortion (including the hard cases of rape, incest, or fetal deformity)?

\_\_\_\_\_

\_\_\_\_\_

How do you feel about women who have had an abortion?

\_\_\_\_\_



**Crisis Pregnancy**

Have you ever experienced a crisis pregnancy? \_\_\_\_\_

If yes, when? \_\_\_\_\_

What was the outcome?  Parent  Miscarriage  Abortion  Adoption  Stillbirth

Have you ever received counseling regarding your crisis pregnancy? \_\_\_\_\_

If you experienced an abortion have you ever been involved in a post-abortion healing/recovery group?

\_\_\_\_\_ If yes, name of group: \_\_\_\_\_ When? \_\_\_\_\_

Briefly describe how you would advise a young woman facing a crisis pregnancy? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Adoption**

What are your views on adoption? \_\_\_\_\_

\_\_\_\_\_

How do you feel about women who choose adoption for their child? \_\_\_\_\_

\_\_\_\_\_

Were you adopted?  If yes, what effect has it had on your life? \_\_\_\_\_

Have you placed a child for adoption?  If yes, what effect has it had on your life?

\_\_\_\_\_  
\_\_\_\_\_

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**Abstinence**

What is your view on sexual purity? \_\_\_\_\_

Would you be compelled to speak with a client about sexual purity?

Circle one:  Yes  Yes with more information  No



## CLRC INTEREST

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How did you hear about Choices Life Resource Center? \_\_\_\_\_

What motivated you to want to volunteer your time at a pregnancy resource center? \_\_\_\_\_

\_\_\_\_\_

Does your spouse and/or family support you in this kind of work? \_\_\_\_\_

\_\_\_\_\_

What gifts, talents, skills and experience do you have to asset CLRC? \_\_\_\_\_

\_\_\_\_\_

Do you have any fears or concerns regarding your work here? \_\_\_\_\_

What areas are you strong in? \_\_\_\_\_

What areas are you weak in? \_\_\_\_\_

Do you prefer group or one-on-one interaction? \_\_\_\_\_

Describe any difficulties you might have working with people from different socioeconomic backgrounds or challenging personalities. \_\_\_\_\_

\_\_\_\_\_

Have you experienced anything traumatic in the past year? If yes, what did you experience?

\_\_\_\_\_

How have you dealt with it? \_\_\_\_\_

\_\_\_\_\_

Are you willing to make a 2, 4, or 6 hour/week commitment volunteering? \_\_\_\_\_

What are the best day(s) and times for you to volunteer? \_\_\_\_\_



## AREAS OF SERVICE

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We have seven basic areas of service. Please check (√) the areas that you are most interested in.

\_\_\_ **A Team** – A person on the A Team will help with administrative tasks. You may greet clients, answer phones, organize or have a special support project. There are some projects that can be done off-site, but most projects are on-site. You may learn how to use our database system and client scheduler. We also use Word and Excel for many documents. You may enjoy collating and preparing mailings. You may choose to clean or do maintenance projects.

\_\_\_ **B Team** – A person on the B Team will help with our Blessing Boutique. You will be a shopping assistant to clients, process donated items by cleaning, washing, sorting and ironing. You will prepare items for clients such as packaging diapers, wipes, gift bags. You may help watch children while Mom's shop.

\_\_\_ **C Team** – A person on the C Team will be in the Consult Room. This means you will be working directly with the clients. Training is provided so you will be prepared to meet with: a) Clients coming for a pregnancy test. This visit would focus on crisis pregnancy counseling, evangelism, and assistance. b) Clients coming for an ultrasound. This visit would focus on crisis pregnancy counseling, evangelism, and assistance. c) Clients coming for the first time to learn about the Step-Up Parenting Resources. This visit would focus on evangelism and assessing needs. d) Clients coming to participate in Step Up Parenting Resources (Group and Individual). You will be getting to know the clients, setting goals with the clients, and facilitating the education curriculum.

\_\_\_ **D Team** – A person on the D Team will help with our Donor Support in an area of their choice. You may work on-site or off-site. You may serve as a liaison between CLRC and your church for fundraising events. You may choose to serve in the planning of fund-raisers, help make phone calls, help with marketing ideas for more donors and other community relations. You may possess the skill of grant writing or research.

\_\_\_ **E Team** - A person on the E Team will serve at Fundraising Events. Duties include various support roles for Spring Gala, Fall Golf Scramble or Fall Walk for Life.

\_\_\_ **F Team** - Persons on the F Team have a desire to help us keep our Facilities in beautiful condition. Service opportunities available for individuals or groups to serve one-time or on a regular basis.

\_\_\_ **G Team** - A person on the G Team will lead Group Classes on parenting, life skills or Bible studies. Service opportunities ranging from once a week to once a month.

List any special talents you have (i.e. computer programs you know, worked with fundraising before, community connections you may have, etc.) \_\_\_\_\_



One Goal for Choices Life Resource Center is to promote unity in the body of Christ. We understand that volunteers may have different religious practices but agree on the following Statement of Faith.

## STATEMENT OF FAITH

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1. We believe the Bible, consisting of 66 books of the Old and New Testament, is the inspired, infallible, authoritative Word of God.
2. We believe there is one God eternally existent, revealed to us in three persons: Father, Son, and Holy Spirit.
3. We believe in the Deity of our Lord and Savior Jesus Christ, that He was conceived by the Holy Spirit, was born of a virgin, and lived a sinless life; that He performed miracles; that by His death on the cross He made provision for the redemption of men and women from sin; that He ascended into heaven to the right hand of God; and that He will return in power and glory to judge the world and complete His redemptive purpose.
4. We believe the Holy Spirit is the Spirit of God. He inspired men to write the Scriptures, enables men and women to understand truth, exalts Christ, convicts of sin, calls men and women to the Savior Jesus Christ, and effects regeneration. We believe He empowers believers to live godly lives, comforts believers, and bestows spiritual gifts on believers by which they serve the Savior Jesus Christ.
5. We believe that, for the salvation of the lost and sinful people, regeneration (the conviction of sin, repentance toward God, faith in the Lord Jesus Christ) by the Holy Spirit is essential. Salvation is not the result of good works.
6. We believe in the resurrection of both the saved and the lost. We believe the saved are resurrected unto life everlasting and the lost are resurrected unto eternal condemnation.
7. We believe in the spiritual unity of redeemed believers in the Lord Jesus Christ and in the scriptural importance of church membership.
8. We believe every Christian is under obligation to seek to make the will of God supreme in his or her own life and in human society. We believe it is our responsibility and privilege to minister to those who are orphaned, in need, and helpless, being careful to act with redemptive love without compromising our loyalty to Christ and His truths.
9. We believe in the purposes of the Choices Life Resource Center Resource Center as set forth in its By-laws and agree to abide by those purposes as we serve this Center.

### Our Beliefs

#### The Child

- (1) The Bible clearly teaches the humanity, personhood, intrinsic value, and divine creation of the unborn child from the point of conception.

#### The Pregnant Woman

- (1) She is a person for whom Christ died; therefore, she deserves the Christian's acceptance, love, and care.
- (2) She is accountable to God for her choices about her pregnancy, her unborn child, her own life, and her response to God.

#### The Christian

- (1) Each Christian has a divine obligation to protect the unborn child and to promote the sanctity of life.
- (2) For the Christian, to fail to protect the life of the unborn child is a sin.
- (3) A Christian is called to minister to the pregnant woman and her child.

Signature \_\_\_\_\_

Date \_\_\_\_\_



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## CONFIDENTIALITY POLICY

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Choices Life Resource Center adheres to a strict code of confidentiality. Each client who comes to the center deserves our utmost care and respect. At no time should our clients fear betrayal on the part of the very people they have come to for help.

The basis for confidentiality in a client-helper relationship:

### **Confidentiality Breeds Trust:**

Trust is a basic ingredient in human relationships. It is the basis upon which a solid friendship is formed. Without this trust, the likelihood of meeting the needs of clients who come to our center is virtually destroyed. A client assured of confidentiality is more likely to trust his/her helper and thus be more willing to respond to counsel.

### **Confidentiality Protects Integrity:**

Confidentiality protects the integrity of Choices Life Resource Center Resource Center and prevents the possibility of unnecessary legal entanglements. Copies of the client information sheets are to be kept private. After they are entered in the computer, shred the originals, and file all information in the client file. The client files should be locked.

### **Confidentiality Prevents Gossip:**

Confidentiality protects volunteers from the temptation to gossip. At the same time, this releases other volunteers from the temptation to listen to gossip! Discussing client problems with other volunteers should never be done for the purpose of aiding yourself in the counseling process. Client situations are to be discussed only with the Assistant Director or the Executive Director. Prayer with and for other staff persons is encouraged including a generic "please meet the needs of our clients". God knows their names. Learn to unload on God. This will help you keep problems in the proper perspective.

### **Maintaining Confidentiality:**

1. Do not relay any factual information about a client to anyone other than a Staff Member (Executive Director, Client Services Director, Administrative Director, Center Manager).
2. I understand that I must report all suspicion of abuse, threat, or underage sexual activity (under 16) to the Executive Director before the client leaves.
3. Client must sign "Release of Information Form" before discussing a client with personnel from another agency (including pastoral staff at a church).
4. Destroy all papers (not for client file) containing confidential material by shredding.

I agree to abide by the policy of confidentiality.

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Signature

Print Name

Date



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## CLIENT ADVOCATE AGREEMENT

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Recognizing that Choices Life Resource Center Resource Center (CLRC) is an evangelistic ministry, I understand the mission statement of CLRC: CLRC exists to demonstrate and share the life-changing message of Jesus Christ by providing practical help and loving support to those facing an unplanned pregnancy. I openly acknowledge my personal faith in Jesus Christ as my Lord and Savior. I profess that my life is a witness for Jesus Christ. I have read the Center's Statement of Faith and am in complete agreement. I am committed to sharing biblical values not cultural norms or denominational preferences.

I believe in the sanctity of human life as taught in the Bible and, therefore, reject abortion as an acceptable option for a woman facing a crisis pregnancy in any circumstance including rape, incest, or deformity. I will not participate in any action which results in the destruction of innocent human life which begins at conception and ends in natural death.

I am committed to sexual purity both personally and in imparting truth to clients.

All information on CLRC clients will be kept in the strictest confidence. I will continue to keep the information confidential even after I am no longer a volunteer for CLRC. I have read the Policy of Confidentiality and am in complete agreement.

Understanding the vital role volunteers play in the work of the CLRC, I will do my best to be faithfully committed to fulfill the role I have agreed upon. I understand that every job is important, whether meeting directly with clients or doing behind the scenes work. I understand that it will be necessary for me to attend in-service training sessions as scheduled. I will do my best when I arrive to pray for 5 minutes, review bulletin board materials and record my time served. I will stay on site for the entirety of my volunteer time, understanding that even though I may not have a client I can be ready to serve as the need arises.

I certify that the facts presented in my application are true and complete to the best of my knowledge, and I authorize CLRC to verify their accuracy and to obtain reference information concerning my character capabilities. I authorize a criminal background check to be performed as a requirement for volunteer service. I release CLRC and any person or entity providing such reference or background information from all liability relating to the provision of such information or relating to any decisions made based upon such information. I recognize that, as a volunteer, I will serve in a different role than the employees of CLRC, and I am not seeking nor expecting to receive any compensation or other benefits in return for any volunteer services which I provide for this ministry.

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Signature

Print Name

Date