



Dear Volunteer,

WELCOME to JPII and THANK YOU for stepping up to volunteer! We couldn't accomplish ALL we do without the help of people like you willing to give of your time and talent. We truly APPRECIATE all you will do! To get you on board quickly, simply complete the following steps:

1. Create a Virtus Online account which can be found at the following link: <https://www.virtusonline.org> By creating an account and answering basic questions, a background check will be triggered.
2. Next, complete the Virtus Online Youth Protection training. This is a Diocesan required, and mandatory class that is free. When you have finished this class, attach a copy of your certificate and return it to the front office.
3. Finally, fill out the Diocese of Birmingham in Alabama Driver Information Sheet. (This particular piece must be updated yearly).

Please bring the completed documents to the school's front office to my attention: Diane Olszewski, Volunteer Coordinator. At that time, I will process your request which normally takes about two-to-three days. When I receive your clearance, I will email you to let you know that you may start volunteering.

Again, thank you so much for believing and participating in the mission of our school: To learn enthusiastically, lead honorably, and live responsibly.

Blessings,

Diane Olszewski  
JPII Volunteer Coordinator

Diocese of Birmingham in Alabama – Form DI-2  
Driver Information

The purpose of this form is to give parish decision makers knowledge of who is driving children on church activities. A “motor vehicle report” may or may not be ordered.

**Print Clearly**

Name \_\_\_\_\_ Phone \_\_\_\_\_

**I understand and agree to the following rules concerning the transport of minors:**

**All drivers must:**

- Be at least 21 years old
- Have a current and valid driver license (issued within the United State)
- Have passed a current diocesan background check
- Obey all applicable traffic laws
- Enforce a “non-smoking” policy inside the vehicle while transporting minors
- Abstain from the use of a cell phone or other communication device while operating the vehicle
- Abstain from alcohol or other substances which may impair judgment or the ability to safely operate the vehicle. Period of abstinence must include at least six hours before driving through time of arrival at final destination

**All vehicles must:**

- Be currently registered with a state
- Have an appropriate seat and seatbelt for each passenger
- Be in good operating condition with all safety equipment functioning properly
- Have current vehicle liability insurance

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I have not been convicted of driving under the influence or reckless driving during the past five years.

I give permission to the Diocese of Birmingham to secure a report on my past driving record. I understand that my personal information may be transmitted to an outside company or agency to get the report.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Driver License Number \_\_\_\_\_ State of Issue \_\_\_\_\_

Date of Birth \_\_\_\_\_

**10-2018**