



The following are guidelines for membership in Catholic Volunteer Network. It is understood that all member programs meet these guidelines.

A Full or Potential Member Program is:

- A program that is affiliated with a non-profit Christian organization or community, or that is explicitly Christian in its mission statement.
- A program whose primary purposes are: the formation of lay volunteer missionaries; the placement of them as volunteers in areas of human need; and the provision of services to the poor.
- A program that honors the lay vocation and is committed to the support of lay men and women as Christian disciples.
- A program that is committed to providing the basic needs for its volunteers, allowing for a healthy and productive service experience. Such benefits could include room/board, basic living allowance, transportation, etc. Whenever possible, programs are encouraged to provide appropriate medical coverage.
- A program with screening, placement, orientation, training, support, evaluation and re-entry structures in place for its volunteers. (Potential Programs are expected to be in the process of developing and implementing these structures.)
- A program that describes accurately, in the *RESPONSE* directory and in program literature, the service placements, benefits, and arrangements it provides.
- A program that places lay volunteers in positions commensurate with the volunteers' skills and experiences.
- A program that provides written contracts to its participants explaining clearly the policies, procedures and benefits of the program, and also has procedures in place to ensure volunteer safety and satisfaction.
- A program that submits its membership application and which pays the full amount of its membership dues by July 1 of each year (or, in the case of new programs, when membership begins).

- A program that is committed to the mission of Catholic Volunteer Network, and which participates in Catholic Volunteer Network as an active member throughout the term of membership.
- A program that promotes broad racial and ethnic diversity in the governance, staffing, outreach, volunteer participation and activities of the organization. This might be expressed to include, but is not limited to, fostering links between the program and other organizations serving various underrepresented populations, and reviewing the program's activities, publications, and initiatives to assure multi-ethnic sensitivity and inclusivity.
- **A Full Program** is already established, with an organizational structure in place. This program is ready to receive volunteers, can properly care for their basic needs, and can provide effective service opportunities during the coming year.

Program Certification:

I acknowledge that Catholic Volunteer Network membership extends from July 1 of one year to June 30 of the following year. I understand that the Executive Director has the authority, in consultation with the Board of Directors or its Executive Committee, to deny Catholic Volunteer Network membership to any organization that does not attempt to meet the above named guidelines, and that this decision should be made promptly, following receipt of membership application materials, and, if applicable, prior to the printing of the *RESPONSE* directory.

I understand that if my program's application is not received by April 10th before the start of the program year, we are not guaranteed a listing in the printed *RESPONSE* directory. Membership dues are non-refundable.

I have read the Membership Guidelines of the Catholic Volunteer Network. I understand that a program's membership in the Network is contingent upon that program's compliance with the Guidelines and that a failure to adhere to them may result in the denial of membership to the Network.

(A) I certify that _____ (program name) adheres to the Membership Guidelines of Catholic Volunteer Network and will continue to do so as a condition of membership in Catholic Volunteer Network. If at any time my program is unable to comply with a provision of the Membership Guidelines, I promise as a condition of membership to notify Catholic Volunteer Network within thirty days of the change and to provide an explanation of same.

Signed: _____ Date: _____

Title: _____