

**Minnesota-Wisconsin Disaster Relief**  
**Working in partnership with**  
**Baptist Convention of Iowa**  
**and**  
**Dakota Baptist Convention**



**Volunteer Packet**

*Thank you for your interest in becoming a Disaster Relief Volunteer and for requesting this volunteer packet. Please complete all the forms and return as soon as possible. There is one form - Reference Form - you are asked to give to your pastor and he will return it to us.*

*Return forms to:*

***Dave and Jeanne Wedekind***  
***Minnesota Wisconsin Baptist Convention***  
***Disaster Relief State Directors***  
**519 16<sup>th</sup> St. SE**  
**Rochester MN 55904**

1. Volunteer Agreement With State Disaster Relief Director
2. Personal Information Form
3. Personal Information Form/Release and Indemnity Agreement
4. SBC Release and Indemnity Agreement – Signature with Witness  
(This can be a spouse or friend over the age of 18)
5. Interests and Skills Survey
6. What To Take On a Disaster Response
7. Reference Form – Give to your pastor to complete and he'll return
8. Background Check Authorization Form

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**Minnesota-Wisconsin Baptist Convention**

519 16<sup>th</sup> St. SE  
Rochester MN 55904

Phone: (507) 282-3636  
Fax: (507) 282-3922

Name \_\_\_\_\_

Last

First

## Volunteer Agreement with State Disaster Relief Director

As a volunteer member of the **Minnesota-Wisconsin Baptist Convention and/or Baptist Convention of Iowa and/or Dakota Baptist Convention** disaster relief team, I agree that, as my availability and ability allow, I am expected to:

1. Complete a disaster relief skill checklist, and keep current my (1) address and phone number, (2) availability status, (3) skills and abilities.
2. Complete the required training and renew required training a minimum of every three years; take optional training which will increase my usefulness as a team member.
3. Take responsibility for my spiritual and mental preparation as a disaster relief volunteer, as well as my work skills needed at the disaster site.
4. Represent my Lord and Savior, church, fellow Christians and team as Christ would want, in my attitude, behavior, speech, dress and work.
5. Wear official disaster relief apparel and display the SBC Disaster Relief logo only as prescribed and only while engaging in a relief event.
6. Protect my health and safety and the health and safety of victims, co-workers and all other persons while en route to or from and while at the disaster site; inform on-site team leaders of any physical limitations to be considered in my work assignments.
7. Inform the state director of my availability for a disaster response.
8. Take initiative in order to improve my usefulness; increase my availability by making adjustments in my other responsibilities in order to serve as a disaster relief volunteer.
9. Pay my own expenses, arrange my own transportation and bring clothing, bedding and personal items I'll need at the disaster site.
10. Purchase accident and liability insurance and provide insurance and health information to appropriate persons at the disaster site.
11. Assist with unit preparation, training events and non-emergency use of the unit, as my availability and ability allow.
12. Sign a release and indemnity document, if requested.

Therefore I, \_\_\_\_\_, volunteer to do my best to help carry out the purposes of SBC Disaster Relief in the manner stated above. I also give my permission for a background check. I consent for my photo to be used for Disaster Relief training and promotion of this ministry.

Date \_\_\_\_\_

Signature \_\_\_\_\_

(NAMB Form)

## Personal Information Form

Volunteers are requested to provide one copy of the following information for the state disaster relief director's files and may be asked to complete another when responding to a disaster at the work location. *Use back of sheet if needed.*

<b>Full Name (Legal)</b>	
For ID Badge:	
Preferred 1 <sup>st</sup> Name	
Address	
City	
State	
Zip Code	
Date of Birth	

Date:	
Email	
Primary Phone	
Secondary Phone	
Marital Status	
Spouse's Name	
Place of Work	
Occupation	

<b>Emergency Contacts (please list two people)</b>	
<b>1. Name</b>	
Relationship	
Primary Phone	

Address	
City	
State/Zip Code	

<b>2. Name</b>	
Relationship	
Primary Phone	

Address	
City	
State/Zip Code	

<b>Church</b>	
Address	
City	

<b>Are you a Member?</b>	
Phone	
State/Zip Code	

List all previous church work involving children, including preschool and youth, identifying the church and pastor.


<b>Health Information (use back of sheet if necessary)</b>	
Medical, Mental Conditions and/or Physical Limitations	
List Medications (use back of sheet if needed)	Reason Taking This Medication
Allergies - Reactions	Medication I Have For This Allergy
Health Insurance Co.	ID Number
Date of Last Tetanus Shot	

<b>Briefly state your conversion to Christ experience. (Continue on back of sheet if needed)</b>

**Southern Baptist Disaster Relief**  
**Personal Information Form/Release and Indemnity Agreement**

Name		Date	
------	--	------	--

Address	
---------	--

City		State		Zip Code	
------	--	-------	--	----------	--

Primary Phone		Secondary Phone	
---------------	--	-----------------	--

Church Name		Association	
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**Emergency Notification:**

Name		Primary Phone	
------	--	---------------	--

Relationship		City and State	
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Are you allergic to any medication or other substances? If so, what?

List any medications you are currently taking and for what.



**Release and Indemnity Agreement**

Having fully read the Release and Indemnity Agreement on the back of this form or accompanying this form, this waiver, release and indemnity agreement is fully understood by me and I enter the same willingly for the purposes herein stated.

**Print Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**Signature** \_\_\_\_\_

**PARENT/GUARDIAN of Volunteer (If volunteer is under 18 yrs.)**

**Print Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

(NAMB Form)

## Southern Baptist Disaster Relief Release and Indemnity Agreement

I do hereby represent and acknowledge I am entering a missionary venture with others; as a volunteer I am paying my own expenses, including insurance,<sup>11</sup> for the purpose of helping in times of disaster for the glory of God and to demonstrate my faith in Christ; that the work may at times be hazardous and somewhat arduous and will be performed by concerned volunteers and qualified professionals trained in disaster relief work; that vehicles transporting these volunteers will be operated by licensed volunteers, who may or may not be professional drivers.

I recognize and acknowledge potential accidents at the disaster site, involving motor vehicles, in or about the living, sleeping and eating areas, or during activities of the disaster relief team; am fully aware of possible injuries to members of the disaster relief team, including myself.

Therefore, I desire to protect, release, acquit, indemnify and hold harmless from any and all claims, injuries, damages, losses, expenses or attorney fees incurred by me, my heirs, administrators, executors or assigns.

For and on behalf of myself, my heirs, administrators, executors, assigns and all other persons, firms, or corporations, I do hereby release and discharge from liability all other persons on the disaster relief team with me, those who notified, selected or assigned me to said team, the **Minnesota-Wisconsin Baptist Convention and/or Baptist Convention of Iowa and/or Dakota Baptist Convention** state Disaster Relief director or department, the Southern Baptist Convention, their employees and representatives, successors or assigns, from any claims, demands, damages, actions, causes of actions which I, the undersigned, have or may hereafter, and on account of, or any way growing out of injuries or damages both to persons or property resulting or that may hereafter result from the voluntary venture.

This waiver, release and indemnity agreement is fully understood by me and I enter the same willingly for the purpose herein above stated.

**Volunteer:**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

**Parent/Guardian of Volunteer:**  
If volunteer is less than 18 yrs.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

**Witness:**

Witnessed, my hand on this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

<sup>11</sup>Each Volunteer is expected to have insurance in case of accident, injury or illness. **NO** insurance coverage is provided volunteers by the **Minnesota-Wisconsin Baptist Convention and/or Baptist Convention of Iowa and/or Dakota Baptist Convention**. Personal liability is the responsibility of the volunteer.

Baptist Convention  
**Disaster Relief**  
**Interests and Skills Survey**

Name \_\_\_\_\_

Date \_\_\_\_\_

Would you be interested in assisting with a disaster relief response:

- Within this city or community     Within USA only  
 Within this state                       Outside USA

Are you retired?

- Yes     No

How much notification would you need to respond? \_\_\_\_\_

**Interests**

What types of disaster ministries interest you?

- | Interest                 | Experience   |
|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> Chainsaw Unit               |
| <input type="checkbox"/> | <input type="checkbox"/> Chaplaincy/Counseling       |
| <input type="checkbox"/> | <input type="checkbox"/> Child Care Unit             |
| <input type="checkbox"/> | <input type="checkbox"/> Communications Unit         |
| <input type="checkbox"/> | <input type="checkbox"/> Ham Radio Operator          |
| <input type="checkbox"/> | <input type="checkbox"/> Feeding Unit                |
| <input type="checkbox"/> | <input type="checkbox"/> Food Inventory              |
| <input type="checkbox"/> | <input type="checkbox"/> Food Preparation/Serving    |
| <input type="checkbox"/> | <input type="checkbox"/> Laundry Unit                |
| <input type="checkbox"/> | <input type="checkbox"/> Mudout/Cleanup Unit         |
| <input type="checkbox"/> | <input type="checkbox"/> Building Cleanup            |
| <input type="checkbox"/> | <input type="checkbox"/> Building Repair             |
| <input type="checkbox"/> | <input type="checkbox"/> Damage Assessment           |
| <input type="checkbox"/> | <input type="checkbox"/> Prayer Support Unit         |
| <input type="checkbox"/> | <input type="checkbox"/> Shower Unit                 |
| <input type="checkbox"/> | <input type="checkbox"/> Water Purification Unit     |
| <input type="checkbox"/> | <input type="checkbox"/> Clerical                    |
| <input type="checkbox"/> | <input type="checkbox"/> Electrician                 |
| <input type="checkbox"/> | <input type="checkbox"/> First Aid                   |
| <input type="checkbox"/> | <input type="checkbox"/> Forklift Operator-Certified |
| <input type="checkbox"/> | <input type="checkbox"/> Tractor Trailer Driver      |
| <input type="checkbox"/> | <input type="checkbox"/> Van Driver                  |

**Training**

Have you previously had Disaster Relief Training?

- Yes     No

What disaster relief training have you completed within the last three years?

- Involving Southern Baptists in Disaster Relief  
 American Red Cross Introduction to Disasters  
 ARC Mass Care  
 ARC Standard First Aid  
 ARC Advanced First Aid/CPR  
 Hands-on training on state unit:  
 Chainsaw Unit  
 Childcare Unit  
 Chaplaincy Unit  
 Crisis Counseling  
 Feeding Unit  
 Mudout Unit  
 Water Purification  
 Other Training:  
  
  
 List education, skills, or experience you have in any ministry areas checked:

# Disaster Relief What to Take

*This is your checklist to keep.*

## Devotional Materials:

- Bible and devotionals       *Spiritual Preparation for Disaster Relief*  
 Hope in Crisis tracts       Witnessing tracts

## Identification:

- Disaster relief ID       Driver's license       Vehicle registration       Auto insurance  
 Phone numbers       Family physician       Health insurance card

## Other:

- Money or traveler's checks (\$50-200)       Notebook and pencils or pens  
 SBC disaster relief training manual

## Clothing (Seven Days Supply):

- |   |   |
|---|---|
| <input type="checkbox"/> Disaster relief caps & jackets   | <input type="checkbox"/> Disaster relief ID cards & clip-on   |
| <input type="checkbox"/> Jeans or work pants  | <input type="checkbox"/> Shirts (warm and cool weather)       |
| <input type="checkbox"/> Underwear  | <input type="checkbox"/> Socks                                |
| <input type="checkbox"/> Bandanas and handkerchief  | <input type="checkbox"/> Work gloves                          |
| <input type="checkbox"/> Coats and/or jackets (warm and cool)   | <input type="checkbox"/> Rain suit or poncho                  |
| <input type="checkbox"/> Laundry bag  | <input type="checkbox"/> Suitcase or duffel bag               |
| <input type="checkbox"/> Sleep wear (Because of group living,<br>select sleepwear for modesty as well<br>as comfort). | <input type="checkbox"/> Work shoes                           |
| <input type="checkbox"/> Sneakers   | <input type="checkbox"/> Waterproof footwear                  |
|   | <input type="checkbox"/> Hat or cap (waterproof and sunshade) |

## Health, Safety, and Hygiene:

- Prescription medicine (List by name all your prescription medication)  
 New prescription orders (if your physician approves and will write new prescriptions)
- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Nonprescription drugs | <input type="checkbox"/> Allergy kit: bees, etc    | <input type="checkbox"/> Sunblock (15+)    |
| <input type="checkbox"/> Bar soap              | <input type="checkbox"/> Liquid antibacterial soap | <input type="checkbox"/> Laundry detergent |
| <input type="checkbox"/> Deodorant             | <input type="checkbox"/> Feminine needs            | <input type="checkbox"/> Personal needs    |
| <input type="checkbox"/> Towels                | <input type="checkbox"/> Wash cloths               | <input type="checkbox"/> Mouth wash        |
| <input type="checkbox"/> Tooth brush           | <input type="checkbox"/> Tooth paste               | <input type="checkbox"/> Dental floss      |
| <input type="checkbox"/> Shampoo and rinse     | <input type="checkbox"/> Comb and brush            | <input type="checkbox"/> Hair spray        |
| <input type="checkbox"/> Chap stick            | <input type="checkbox"/> Shaving cream             | <input type="checkbox"/> Razor             |
| <input type="checkbox"/> Diarrhea cure         | <input type="checkbox"/> Antacids                  | <input type="checkbox"/> Laxative          |
| <input type="checkbox"/> Insect spray          | <input type="checkbox"/> Skin lotion               | <input type="checkbox"/> Blister kit       |
| <input type="checkbox"/> A&D ointment          | <input type="checkbox"/> Antifungal ointment/spray | <input type="checkbox"/> Foot powder       |

## Food:

- Diet food       Snacks       Special Needs

## Supplies and Equipment:

- Flash light or lantern       Bedding (air or foam mattress, cot, and covers)  
 Watch or clock       Tent (optional, inquire first)  
 Canteen or water bottle  
 Special personal items you  
need for health, safety or comfort

(NAMB Form)

**Disaster Relief  
PASTOR'S REFERENCE FORM**

*Please give to your pastor and ask him to complete and return to address below. If YOU are the pastor, give to your Director of Missions or Chairman of Deacons to complete and return.*

Volunteer, \_\_\_\_\_ has applied for service in Disaster Relief. We consider it important to have your appraisal of this applicant's ability, conduct, personality and character. Your cooperation in answering these questions will be greatly appreciated.

**YOUR REPLY WILL BE CONFIDENTIAL.**

What is your relationship to the applicant \_\_\_\_\_

Give any information you can concerning home conditions and family background which bears on the applicant's suitability for this service. \_\_\_\_\_

Is there anything in the applicant's background which would hinder cooperation with our Convention's Baptist program? \_\_\_\_ If yes, explain. \_\_\_\_\_

Does applicant have any objectionable habits? \_\_\_\_\_ If yes, explain. \_\_\_\_\_

Does applicant have self - motivation, personal ambition, and steady energy of purpose to be a good staffer? \_\_\_\_\_

Is applicant active and useful in church and/or among the young people of the community? \_\_\_\_\_

What places of leadership has applicant held? \_\_\_\_\_

Taking these and other factors in full consideration about the applicant, I (check one)

- \_\_\_\_\_ Wholeheartedly recommend
- \_\_\_\_\_ Recommend with reservations
- \_\_\_\_\_ Do not recommend

We appreciate additional facts or comments concerning the applicant.

(If additional space is necessary, please use back of this sheet.)

Signed \_\_\_\_\_ Position \_\_\_\_\_

Print \_\_\_\_\_ Church \_\_\_\_\_

Please return this form as quickly as possible to:

**Dave and Jeanne Wedekind , Disaster Relief Co-Directors  
Minnesota-Wisconsin Baptist Convention  
519 16<sup>th</sup> Street SE  
Rochester, MN 55904**

(NAMB Form)



**CONFIDENTIAL**

**Background Check Authorization**

Print Name: \_\_\_\_\_  
(First) (Middle) (Last)

Former Name(s) and Dates Used: \_\_\_\_\_

Current Address Since: \_\_\_\_\_  
(Mo/Yr) (Street) (City) (State) (Zip)

Email Address: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Telephone Number: ( ) \_\_\_\_\_

Driver's License Number/State: \_\_\_\_\_  
(State)

The information contained in this application is correct to the best of my knowledge. I hereby authorize **Minnesota-Wisconsin Baptist Convention and/or Baptist Convention of Iowa and/or Dakota Baptist Convention** and its designated agents and representatives to conduct a comprehensive review of my background causing a consumer report and/or an investigative consumer report to be generated for employment and/or volunteer purposes. I understand that the scope of the consumer report/investigative consumer report may include, but is not limited to the following areas: verification of social security number; current and previous residences; employment history, education background, character references; drug testing, civil and criminal history records from any criminal justice agency in any or all federal, state, county jurisdictions; driving records, birth records, and any other public records.

I further authorize any individual, company, firm, corporation, or public agency (including the Social Security Administration and law enforcement agencies) to divulge any and all information, verbal or written, pertaining to me, to **Minnesota-Wisconsin Baptist Convention and/or Baptist Convention of Iowa and/or Dakota Baptist Convention** or its agents. I further authorize the complete release of any records or data pertaining to me which the individual, company, firm, corporation, or public agency may have, to include information or data received from other sources.

**Minnesota-Wisconsin Baptist Convention and/or Baptist Convention of Iowa and/or Dakota Baptist Convention** and its designated agents and representatives shall maintain all information received from this authorization in a confidential manner in order to protect the applicants personal information, including, but not limited to, addresses, social security numbers, and dates of birth.

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

**Notice to California, Minnesota and Oklahoma Residents:**

Please check the box below if you wish to receive a copy of a consumer report that is requested.

I wish to receive a copy of any Background Check Report on me that is requested.