**Becoming a Safe Family Volunteer**

***Becoming a Safe Family volunteer is a unique and rewarding experience. If you are interested in opening your heart to those in need, complete the steps listed below and begin the journey …***

1. **Applications and Letters of Recommendation**

* Application are completed online @ <http://safe-families.org/involvement/> . You will receive notification that we have received it by email.
  + For those without internet access please contact your ministry lead or coordinator for assistance.
* **It is policy** that Safe Families for Children volunteers are those whose lives reflect stable personal values and morals. Volunteers need to provide three letters of reference and/or 3 names with contact information of people who can attest to this aspect of their lives, one of which must be from pastoral leadership.

1. **Background Checks/Fingerprinting:**

Host Families and Family Coaches must complete background checks. Family Friends who will be providing direct contact with children (such as rides or child care) are also required to submit for background checks.

Forms and instructions can be found @ <http://lewiston-portland.safe-families.org/forms/> OR <http://ellsworth-machias.safe-families.org/forms/>

* **FBI/SBI Background Check ($39/person)**
  + Follow instructions for MEVECHS – appointments through IdentoGo
  + **Acceptable alternatives** – Current DoE Certification, Foster Care Certification, or within 2 years adoption license
* **Child Abuse Registry Check ($15/person)**
  + Follow instructions and submit to DHHS

1. **Required Training:**

* Complete on-line training at <http://safe-families.org/community-hub/>
  + Create an account
  + Enrollment Keys: Please contact us at [Maine@safefamilies.net](file:///C:\Users\SFFC%20Maine\Desktop\Docs%20and%20Packets\Application%20Docs\Maine@safefamilies.net) or your ministry lead for the keys needed to complete training.
  + Submit Online training verification (email or mail)
* If your church or community of churches would like to sponsor a live training event contact us at [maine@safefamilies.net](mailto:maine@safefamilies.net). We request a minimum of 30 confirmed guests.

1. **Home Screening:**

The home screener will contact you to schedule a home visit.

1. **Final Approval:**

You will hear from a SFFC staff member by email with final approval once all background checks and the application process is completed. Follow up with your ministry lead or outreach and volunteer coordinator with any questions.

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| **Requirements** | **Family Friend** | **Host Family** | **Family Coach** |
| 1. **Complete and submit the following \*Application \*References/ Letters of recommendation**   **\*Submit evidence of current drivers license and auto insurance** | * *Family Friend* * *3 References/ Letters of recommendation*   *(1 pastoral and 2 others)* | * *Host Family* * *3 References/ Letters of recommendation*   *(1 pastoral and 2 others)* | * *Approved FF or HF is pre-requisite.* * *Family Coach* * *3 References/ Letters of recommendation*   *(1 pastoral, 2 others)* |
| 1. **Submit all background checks** | *Required only IF intending to assist with childcare without childs’ parent present (babysitting, driving children, etc.)* | *Required*   * *FBI/SBI with MEVECHS waiver* * *Maine State Child Abuse Registry (CAR’s)* | *Required*   * *FBI/SBI with MEVECHS waiver* * *Maine State Child Abuse Registry (CAR’s)* |
| 1. **Complete Training** | Core | Core  Host Family | Core  Host Family  Family Coach |
| 1. **Schedule home screening** | *Home Safety Checklist if providing on-going childcare in volunteers home* | ***Required*** | *Not Required* |

**Contact Info**

**Mailing address:**

Safe Families for Children Maine

P O Box 93

Whiting, ME. 04691

**Email address:**

[Maine@safefamilies.net](mailto:Maine@safefamilies.net)

**Phone:**

207-713-0523

Dr. Robin J Chamberlain, Director SFFC Maine - [RChamberlain@safefamilies.net](mailto:RChamberlain@safefamilies.net)

**Find Us:**

**ON THE WEB**

[**www.safe-families.org**](http://www.safe-families.org) **or** [**Ellsworth-Machias.safe-families.org**](mailto:ellsworth-machias@safe-families.org) **or** [**Lewiston-Portland.safe-families.org**](http://Lewiston-Portland.safe-families.org)

**ON FACEBOOK**

**Maine FB page:** [**https://www.facebook.com/SafeFamiliesForChildrenMaine/**](https://www.facebook.com/SafeFamiliesForChildrenMaine/)

**National FB page:** [**https://www.facebook.com/SFFCAlliance/**](https://www.facebook.com/SFFCAlliance/)