

Registration Instructions Diocese of Rockford - Volunteers

Select the role(s) that you serve within your parish. Please check **all** roles that apply.

Additionally, **enter** your title or position of service in the box provided that best describes your role within the Diocese – i.e. Catechist, Coach, DRE, Eucharistic Minister, Math Teacher, Seminarian, etc.

Click **Continue** to proceed.

Please select the primary location where you work or volunteer:
 Location:

Please select at least one primary role you perform at this location

- Employee (Parish/Parochial)
Paid persons who are employed by and work directly for a parish or a school.
- Employee (Diocesan/Eparchial)
Paid persons who are employed by and work directly for the diocese. This includes staff employed at the diocesan center.
- Volunteer
Unpaid individuals including catechists.
- Priest
- Deacon
- Candidate for ordination

BEFORE SELECTING EDUCATOR
 Read the description below
 DO NOT select Educator if you do not meet the description
 If you select Educator and do not meet the description it will delay your registration and may result in unnecessary charges to your parish or school.

- Educator
Catholic School teachers and substitute teachers in the Catholic Schools of the Diocese of Rockford (i.e. Salaried teachers, principals and administrators. This role is NOT for Catechists or Parish Religion Educator staff (they should use the volunteer role or employee role).
- Volunteer - Under 18

If you have a title please enter it below.
 If you do not have a title please briefly describe what you do.
 Title or Position of Service:

Your selected location(s) are displayed on the screen.

Select **YES** if you need to add secondary/additional locations. (Follow instructions in previous step to select additional locations.)

Otherwise, if your list of locations is complete, select **NO**.

You have chosen following locations and roles:

All Saints Catholic Academy (Rockford)
 • Volunteer ✓

Are you associated with any other locations?

Please answer the questions presented.

Click **Continue** to proceed.

Are you a parent or guardian of a child under 18?
 Yes
 No

Do you interact with, work with or come into contact with minors and/or vulnerable adults of this archdiocese/diocese/religious organization?
 Yes
 No

Do you manage, supervise or oversee employees or volunteers on behalf of this archdiocese/diocese/religious organization in any capacity?
 Yes
 No

Please review the following document and respond:

➤ **Technology & Social Media Guidelines**

To proceed and acknowledge, please **Confirm** by clicking on the acknowledgment and entering your full name and today's date.

Click on **Continue**.

Diocese of Rockford, IL
 Technology & Social Media Guidelines

Diocese of Rockford

Problems viewing PDF? [Download](#)

I acknowledge that I have received the Diocese of Rockford's Code for the Pastoral Use of Technology and Social Media. I agree that I have read and will abide by this Code.

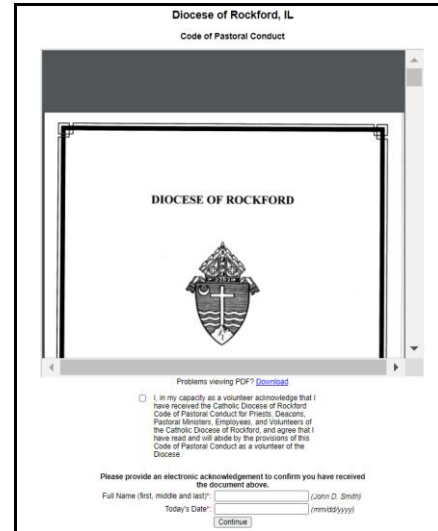
Please provide an electronic acknowledgement to confirm you have received the document above.
 Full Name (first, middle and last): (John D. Smith)
 Today's Date: (mm/dd/yyyy)

Please review the following document and respond:

➤ **Code of Pastoral Conduct**

To proceed and acknowledge, please **Confirm** by clicking on the acknowledgment and entering your full name and today's date.

Click on **Continue**.

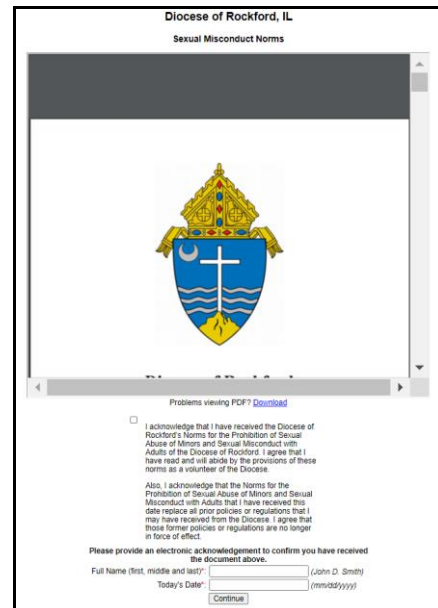


Please review the following document and respond:

➤ **Sexual Misconduct Norms**

To proceed and acknowledge, please **Confirm** by clicking on the acknowledgment and entering your full name and today's date.

Click on **Continue**.

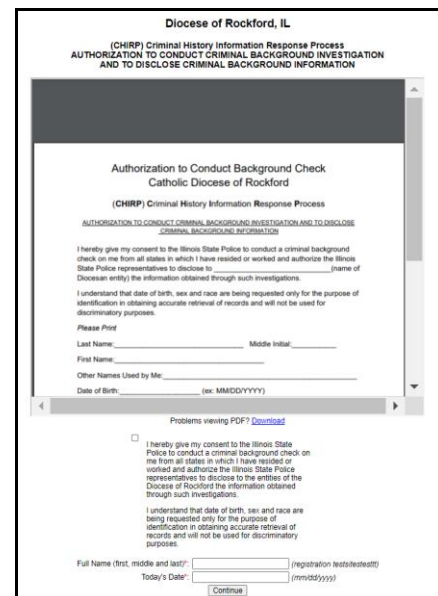


Please review the following document and respond:

➤ **Criminal History Information Response Process**

To proceed and acknowledge, please **Confirm** by clicking on the acknowledgment and entering your full name and today's date.

Click on **Continue**.



Please review the following document and respond:

➤ **Mandated Reporter Form**

To proceed and acknowledge, please **Confirm** by clicking on the acknowledgment and entering your full name and today's date.

Click on **Continue**.

Please review the following document and respond:

➤ **Guidelines for Youth & Those Working with Youth**

To proceed and acknowledge, please **Confirm** by clicking on the acknowledgment and entering your full name and today's date.

Click on **Continue**.

Please answer the question, 'Have you already attended a VIRTUS Protecting God's Children Session?'

Click **Yes** or **No** to proceed.

Have you already attended a VIRTUS Protecting God's Children Session?

YES NO

If you chose **NO** during the previous step, you will be presented with a list of upcoming **VIRTUS Protecting God's Children instructor-led** sessions scheduled or **online** training for the **Diocese of Rockford**.

When you find the session training you wish to attend, click the circle -- and then click **Complete Registration**.

(If you chose **YES** during the previous step, you will be presented with a list of all **instructor led VIRTUS** sessions conducted in the **Diocese of Rockford**. Choose the session you attended by clicking the downward arrow and highlighting the session -- then click **Complete Registration**.)

Please select the session you wish to attend

- Protecting God's Children for Adults
 - Where: St. Patrick Church (McHenry)
 - When: Saturday, June 15, 2019 5:00 PM
 - Estimated length of session: 2 hrs 30 min
 - Seats remaining: unlimited
 - Language: This session will be conducted in English
 - Notes: Session will be held in the Ministry Building. Enter through parking lot doors. No late arrivals or children will be admitted.
 - Wheelchair accessible: Yes
- Protecting God's Children for Adults (Online Training)
- Protecting God's Children for Adults (Online Training in Spanish)



Registration Instructions Diocese of Rockford - Volunteers

If you chose online training, please click on the **green circle** to begin the **Online Training**

Upon completion, the last screen will allow you to **print** a certificate, and you will always have the ability to log back into your account and access the certificate.

After you attend an instructor-led session or complete the online training, you will soon receive an email of approval.

Online Training Courses

To begin your online training, please click the title of your assigned training:

Protecting God's Children® Online Awareness Session 3.0
Assigned: 10/21/2020
Due: 11/04/2020

Other Languages Available (You may change versions)

Protecting God's Children® Online Awareness Session 3.0 (Spanish)

If you have additional questions about VIRTUS Online training, please contact your local administrator or the VIRTUS Help Desk at 1-888-847-8870. **Thank you!**

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