

Process for Applicants for Membership

- ☑ Give anyone who is even curious a copy of the Information Folder;
- ☑ Invite them to at least one Conference meeting;
- ☑ If they are interested in becoming a member or investigating more seriously, give them a copy of the Applicant Package, which should include:
 1. Member Position Description
 2. Member Application
 3. Police Records Check application
 4. Police Records Check information sheet for your region.
 5. Covenant Form (not to be completed until after interview).
- ☑ If they are still interested, have them submit an Application and a Police Records Check application (with a cheque, where applicable; note: procedures vary by region. The process for applicants residing in your conference region is attached);
- ☑ Have them accompany an experienced member on at least one home visitation;
- ☑ If they are still interested, check out their references (either by phone, using the Reference Form, or by mailing the Reference Form to each of the references listed on their Application form (note-the returned reference forms or the notes you take in a telephone discussion must be sent to Central with the other forms);
- ☑ If you feel they could be a good member and once you've received an indication from the police that there is nothing on file, interview the applicant;
- ☑ Change to your application form. If you have received your application to your Conference, have them complete the Covenant form;
- ☑ Send the Member Application, Covenant, Reference forms or notes, Police Records Check and Interview Form (which includes your decision) to Central Office.

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