

## Youth Volunteer Acknowledgement

Dear Youth Volunteer:

Thank you for your willingness to volunteer and serve the community of St. John's Church of Little Canada. As required by our policies and the Archdiocese we are requesting a letter of recommendation from your principal/educator prior to you volunteering with children or vulnerable adults. All youth in positions involving these groups need to have an educator's recommendation on file with the parish. Your principal/educator will be asked to complete a statement attesting to your good conduct and dependability for volunteering with children or vulnerable adults. We appreciate your cooperation.

Please read the statement below, sign and date this letter, and return this letter to St. John's Church. If you have any questions or concerns regarding the program, please feel free to contact me at the number above.

Thank you,

Jeanne Messersmith, F.C.B.A.  
Parish Business Administrator

*I understand that in signing this document, I authorize St. John's Church of Little Canada's Parish to contact my principal/educator for a recommendation. I release from liability any person or organization which provides such information, as well as St. John's Church of Little Canada.*

---

Youth Signature

Date

**Saint John's of Little Canada  
380 Little Canada Road  
Little Canada, MN 55117-1699  
651-484-2708**

**Youth Volunteer Parental Acknowledgement**

Dear Parent/Guardian,

Thank you for encouraging your child to volunteer at St. John's Church of Little Canada. We appreciate his/her willingness to serve others. As mandated through the Archdiocese of St. Paul and Minneapolis, St. John's Church of Little Canada is required to obtain a recommendation from a principal/educator for each youth volunteer. This process must be completed prior to your child working with children or vulnerable adults. We appreciate your cooperation.

This process is part of a program to protect our most vulnerable parishioners and our youth volunteers. All youth volunteers in positions involving these groups need to have an educator's recommendation on file with the parish. Your child's principal/educator will be asked to complete a statement attesting to your good conduct and dependability for volunteering with children or vulnerable adults.

Please read the statement below, sign and date this letter, supply the name of your child's principal and the school he/she attends, and return this letter to St. John's Church. If you have any questions or concerns regarding the program, please feel free to contact me at the number above.

Thank you,

Administrator

*I am aware that my child has volunteered to serve and agreed to this process. I understand that in signing this document, I authorize St. John's Church of Little Canada to contact my child's principal/educator for a recommendation. I release from liability any person or organization which provides such information, as well as St. John's Church of Little Canada.*

\_\_\_\_\_  
Parent/Guardian signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal/Educator

\_\_\_\_\_  
Current School

\_\_\_\_\_  
Street Address, City, Zip

**Saint John's of Little Canada  
380 Little Canada Road  
Little Canada, MN 55117-1699  
651-484-2708**

**Principal/Educator/Coach/Employer Recommendation Request**

To Whom It May Concern,

\_\_\_\_\_ has expressed interest in volunteering at St. John's Church of Little Canada. St. John's Church requires that all youth under 18 who volunteer to work with children or vulnerable adults obtain a recommendation prior to beginning his/her volunteer service.

We would appreciate if you would respond to the questions below and return your reply in the enclosed return envelope. If there is any reason why you would not recommend this student as a volunteer, we would appreciate your comments.

We are deeply grateful for your assistance. If you have any questions or concerns about this program, please feel free to contact the parish administrator at St. John's Church at the number above.

Please check all statements below that apply.

How long have you know this person? \_\_\_\_\_

Would you recommend him/her as a candidate for volunteering at Saint John's Church?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

Please list any other qualities you see in this person \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your Name: \_\_\_\_\_

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

Position \_\_\_\_\_ Phone \_\_\_\_\_

School: \_\_\_\_\_