

VOLUNTEER CONTRACT

Welcome to the West Broadway Youth Outreach. We value your gifts of time, skill, and dedication to the wellbeing of our kids.

In order to best serve the needs of our children, your signature below will confirm that you accept the following terms of a volunteer.

- To be prompt and reliable in reporting for volunteer work and to keep a monthly record of hours worked.
- To notify the agency if unable to work any particular shift. At least two weeks notice of termination is required.
- ♥ To seek assistance from, report to, and work cooperatively with agency staff.
- To respect the dignity of the children and the integrity of the agency in maintaining confidentiality as outlined in the Oath of Confidentiality.
- To endeavour to work as a volunteer with this agency for a minimum period of 4 months

All terms of this agreement are mutually acceptable to the undersigned.

Date	
Signature	
WBYO Staff	



VOLUNTEER APPLICATION FORM

Before being eligible to volunteer for an outing, the volunteer needs to participate in at least 4 in-programs and before being eligible to volunteer for camp, the volunteer needs to participate in at least 8 in-programs and 2 outings.

Name	Date		
Address	Email		
Home Number	Work Number		
Occupation	Place of Employment		
How did you hear about West Broadway You	uth Outreach?		
What do you know about our programs?			
<u>EDUCATION</u>			
Grade completed or degree:			
Other education or training:			
WORK / VOLUNTEER EXPERIENCE What do you do at work:			
Through your work or volunteer efforts have Describe any previous volunteer experience	· •		

SPECIAL SKILLS AND INTERESTS

List any special skills, interests, or hobbies:					
Do you speak a second language? Yes □ VOLUNTEER POSITION:	No □ What language(s)?				
What kind of volunteer position / work are yo	ou interested in?				
What are your reasons for wanting to volunt	eer specifically at WBYO?				
We require a minimum commitment of 4 mo	We require a minimum commitment of 4 months. Will that be a problem? Yes No OTHER				
Do you have a driver's license? Yes □ No □	☐ Access to a vehicle? Yes ☐ No ☐				
Would you be willing to drive children, staff a	and/or volunteers on outings? Yes □ No □				
Would you object to having us obtain a drive Do you have CPR certification? Yes REFERENCES: (three character references)					
Name	Years Known				
Occupation	Place Of Employment				
Telephone Number	Relationship				
Name	Veers Keenin				
Name	Years Known				
Occupation	Place Of Employment				
Telephone Number	Relationship				
Name	Years Known				
Occupation	Place Of Employment				
Telephone Number	Relationship				
	I .				

FOR OFFICE USE ONLY

Interviewed By:

Date:



Application for a Child Abuse Registry Check by Employers and Others

Application pursuant to Section 19.3(3.1) of The Child and Family Services Act for access to the Child Abuse Registry

Part 1 Consent to Collection & Disclosure of Information and Results

I understand that the Applicant is obtaining my personal information (including, if necessary for identification purposes, my Manitoba Health Reg. No.) described in Part 2 B to disclose this information to the Director of Child and Family Services (the Director) so that the Director can conduct a Child Abuse Registry check on me. I understand that my personal information is being collected under the authority of subsection 37(1) of *The Freedom of Information and Protection of Privacy Act* and that my personal health information, **if any**, is being collected under the authority of subsection 14(1) of *The Personal Health Information Act*.

I understand that the Director will also use this information to update the Manitoba Child and Family Services Information System (CFSIS) and the Intake Module (IM) (collectively known as CFSA).

I understand that the results of the Child Abuse Registry check will disclose whether my name is listed on the Registry and that the Director will disclose these results to the Applicant.

I understand that the disclosure of the results of the check to the Applicant is authorized under Section 19 of *The Child and Family Services Act* and is the minimum amount of information necessary to accomplish the purpose(s) specified in Part 2 A-2.

I understand that the Applicant requires the results of the Child Abuse Registry check for the purpose(s) specified in Part 2 A-2. This information will be available to employees or agents of the Applicant only on a need to know basis.

I understand that the Applicant will use the information only for the above purpose(s) unless use for another purpose is authorized or required by law.

I understand that the Applicant will not further disclose the results of the Child Abuse Registry check without my written consent unless authorized or required to do so by law.

I understand that the Director will release no other information without my written consent unless the Director is authorized or required to do so by law.

I understand that I may revoke this consent to the collection and disclosure of information and results by written statement at any time prior to the information being released under this consent.

I acknowledge that a photocopy of this signed consent is sufficient to allow for the disclosure of the information requested.

Consent below is limited to this application only and becomes effective on the date signed. This consent expires six months from the effective date.

I hereby consent to the collection of information in Part 2 B by the Applicant, its disclosure to the Director and the disclosure of the results of the check, described in Part 2 C, by the Director to the Applicant.

DATE:	SUBJECT'S SIGNATURE:
If you have any questions about the collection Abuse Registry at (204) 945-6967.	and disclosure of your personal information, you should contact the Child



Application for a Child Abuse Registry Check by Employers and Others

Application pursuant to Section 19.3(3.1) of The Child and Family Services Act for access to the Child Abuse Registry

Part 2 Information and Results SECTION A - Access by EMPLOYERS AND OTHERS (to be completed by the Employer/Other) Applicant's Mailing Label. Please print all information clearly. Ken Opaleke, Program Director West Broadway Youth Outreach Inc. 646 Portage Avenue Winnipeg MB R3C 0G6 Contact Person Telephone Number Office / Program / School A-2 Purpose of Registry Check: (Please check at least one of the following) To assess the Subject of this check: Whose work, whether paid or unpaid, involves or may involve the care, custody, control or charge of a child Whose work, whether paid or unpaid, permits or may permit access to a child Who, on behalf of an agency or the holder of a foster home licence, works directly with foster children for 10 or more hours per week and who may have unsupervised access to foster children [M.R. 18/99 s. 18(1)(e)] aidina Briefly describe position: ACCESS CODE: Applicant Authorization: Signature of Applicant staff who verified Subject's identification Applicant's Signature (Executive Director or Supervisor) NOTE: There is a non-refundable fee of \$15.00 per application. Please refer to Part 3 for fee payment details. SECTION B - SUBJECT'S INFORMATION (to be completed by the person being checked) (PLEASE PRINT CLEARLY). Name: Surname B-1 Given Name Middle Name Previous and Other Names: b) Legal Name Change:____ a) Maiden Name: c) Also Known As: ______ d) Other Names Known by:___ Male □ Female □ B-4 Current Address: _____ Telephone: (_ Previous addresses for a minimum of 5 years:_____ IDENTIFICATION: I have chosen and presented two (2) pieces of identification that have been verified by the Applicant in A-4: SIN No. MHSC No. (6 digit) Driver's Licence: Band and Status No. Passport or Birth Certificate No. Other (please identify) __ I hereby authorize the Director of Child and Family Services to search the Manitoba Child Abuse Registry to determine if my name is listed on the Registry. I hereby give my consent for the release of this information in writing to the applicant in A1 for purposes identified in A-2 and Part 1. SUBJECT'S SIGNATURE: __ Date: SECTION C - MANITOBA CHILD ABUSE REGISTRY RESULTS (to be completed by the Director of Child and Family Services) Office Use Only This is to certify that as of the date indicated in this section, the subject: IS NOT listed on the Manitoba Child Abuse Registry IS LISTED on the Manitoba Child Abuse Registry Director of Child and Family Services or Designate Note: The name of a young offender (under 18) may not appear on the CAR due to the non-disclosure provisions of The Young Offenders Act or The

Youth Criminal Justice Act. The Applicant shall not use or disclose the personal (health) information provided by the Subject except for the purpose(s)



Application for a Child Abuse Registry Check by Employers and Others Application pursuant to Section 19.3(3.1) of The Child and Family Services Act for access to the Child Abuse Registry

Part 3	Fee Payment	
Applicar	nt's Name: Wes	t Broadway Subject's Name
		ending on the purpose of the check. Please refer to Manitoba Regulation 16/99 subsection 11.1(2).
	<i>r</i>	ject to an audit by the Child Protection Branch.
\(\)	Exempted no f	e attached
Paymen	t Method (Please	check one box only and print all information clearly)
	VISA	Card Number Expiry Date
		Name as it Appears on Card
		Amount: (Canadian funds)
		Authorization: Signature of Cardholder
		Signature of Cardhol de r
		Card Number Expiry Date
		Name as it Appears on Card
		Amount: (Canadian funds)
		Authorization: Signature of Cardholder
		Signature of Cardholder
	CHEQUE made	payable to the Minister of Finance
	Note: Post-dated	cheques will not be accepted. There is a \$20.00 NSF charge for all returned cheques.
	MONEY ORDER	made payable to the Minister of Finance
	CASH (Note: It is	recommended that you do not send cash through the mail.)
Receipts	will only be issu	ed if requested at the time the Application is submitted.
	Check ✓ if receipt	is required.
Ail three complet	e parts of this ted.	Application must be forwarded to the Child Abuse Registry for a check to be
		FOR CHILD ABUSE REGISTRY OFFICE USE ONLY
		Application Received Date
		☐ IN-HOUSE
		□ MAIL
		COURIER
		□ FAX
		Multiple Applications #



West Broadway Youth Outreach

646 Portage Avenue, Winnipeg MB R3C0G6 T: 204.774.0451 wbyokidz@gmail.com
http://www.westbroadwayyouthoutreach.com

Confidentiality Agreement

West Broadway Youth Outreach (WBYO) Volunteers

I undertake to keep in strict confidence, except as required by law, or as authorized by the person or party, any information regarding families, children, donors, employees, and any other organization or community members that comes to my attention as a result of performing my work at WBYO.

I agree to not discuss any case material, historical, or any other information concerning the children with whom I am involved, other than with the appropriate WBYO staff supervisors. Such discussions, as required, are to be carried out in the strictest of confidence.

I agree to never remove confidential material of any kind from the premises of WBYO unless authorized as part of my duties, or with the express permission or direction to do so from the Executive Director.

I acknowledge that this agreement applies to all forms of communication including social media. Information intended for social media must be cleared by the WBYO Executive Director or board of directors to protect the safety and security of WBYO clients.

Signature of WBYO voluntee	r
Signature of Director	
Director's Assistant	
Date	Name

Ten Year's of Memories

at WBYO

I've been coming to WBYO for 10 years. I started as a 5-year-old and now I help the younger kids.

by Nahome

One of the best times was when I was Top Homework Wednesday I was part of Homework Club. We would Kid in Grade Five. I just started at a new school and they gave more homework. Every Monday and have snacks and volunteers would help.

was picked as the hardest working. Then, at the end of I never became part of the Straight A's dinner, but I the year, the top 10 homework kids went to the Red

uses slurpees and all kinds of ways of tricking kids into Another motivator was that we'd get slurpees. Ken reading.

I also like team sports every Thursday at Mulvey School. I liked going on trips to places like The Forks, Patricia Beach and the Morden Apple Corn

almost 5 km. My favourite part is at the end when we On the first Sunday in June we have the 5ish run – get to throw a pie in Ken's face.



OUR CONTRIBUTORS

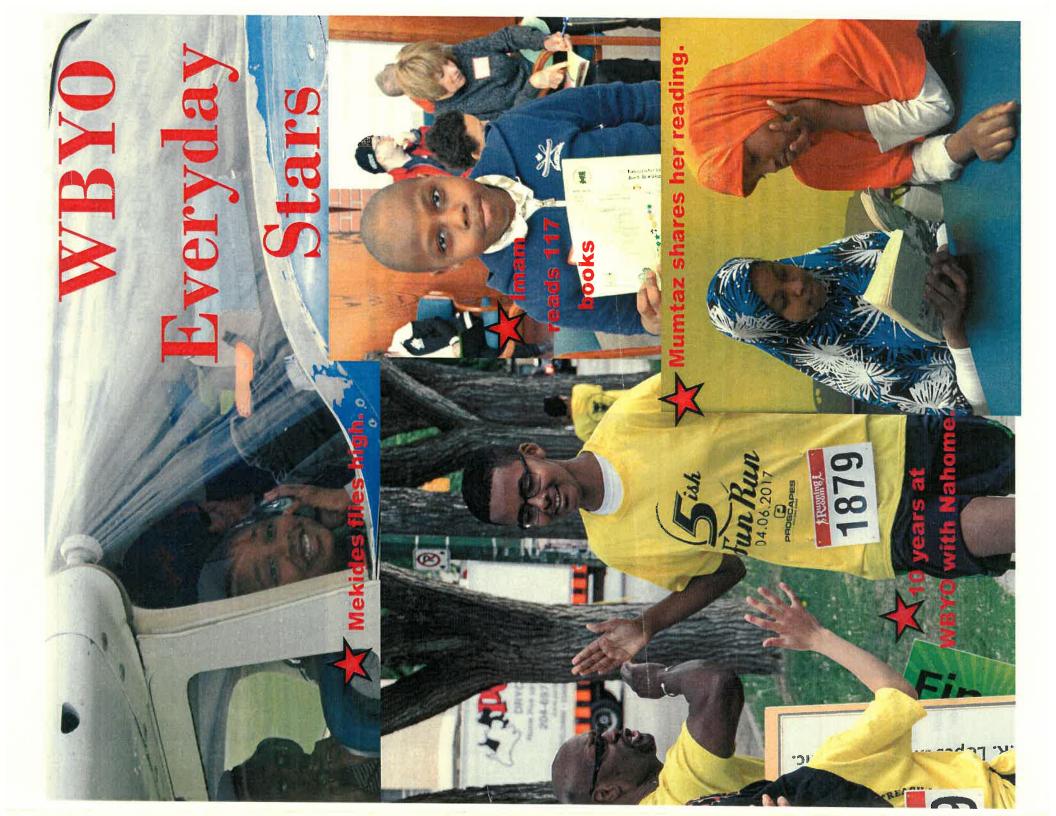
Mike Maunder from The Leaf! Mumtaz Mohamud is in Grade 7. Nahome Bekele is in Grade 10. Mekides Beyene is in Grade 5. Loana Valdez coordinated the Aishat Oladeji in in Grade 7. writers and the photos. Thanks to Terese Taylor and



In his early years (Above)

Nahome with pilot (Below) Ken and pie at the 5ish Run (Below)





Flying High

by Mekides

In The Air and In Reading

One of the best things this year was flying a plane. When we went up in the plane and put on the earphones it was fun and calming. The pilot let me control the plane. I took the steering wheel in my own hands and flew it by myself. It was an amazing view.

I wasn't scared.

But getting tested last week for reading "Coco" was terrifying. It was petrifying getting tested by Ken. But I passed, and we went to see the movie ("Coco").

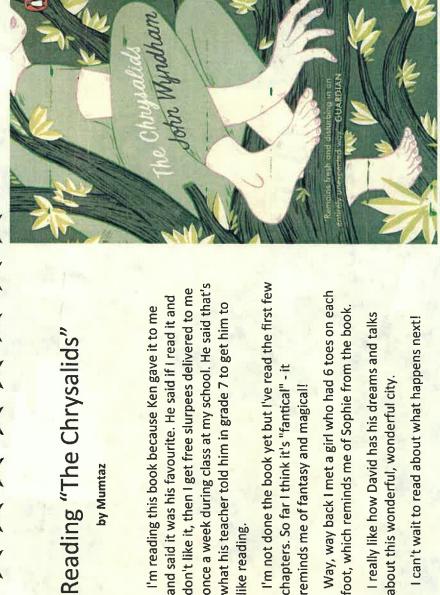
Flying was great, but reading is great too. I love Dr.

I want to get my driver's license when I'm 16. In the meantime, I'd love to fly a plane again.



Lyncrest Airfield.

Mekides boards the plane at



don't like it, then I get free slurpees delivered to me

what his teacher told him in grade 7 to get him to

like reading.

and said it was his favourite. He said if I read it and

I'm reading this book because Ken gave it to me

Reading "The Chrysalids"

Chrysalids, Penguin edition

Cover of The

Way, way back I met a girl who had 6 toes on each

chapters. So far I think it's "fantical" - it

reminds me of fantasy and magical!

foot, which reminds me of Sophie from the book. I really like how David has his dreams and talks

I can't wait to read about what happens next!

about this wonderful, wonderful city.

World of Reading

by Aishat

My brother and I love to read. His picture is on the covbecause he read 117 books in the school year. He's only er at the Read-a-thon. He got an award in Grade 4.

I think the Read-a-thon is a lot of fun. You get to read with lawyers which is pretty cool.

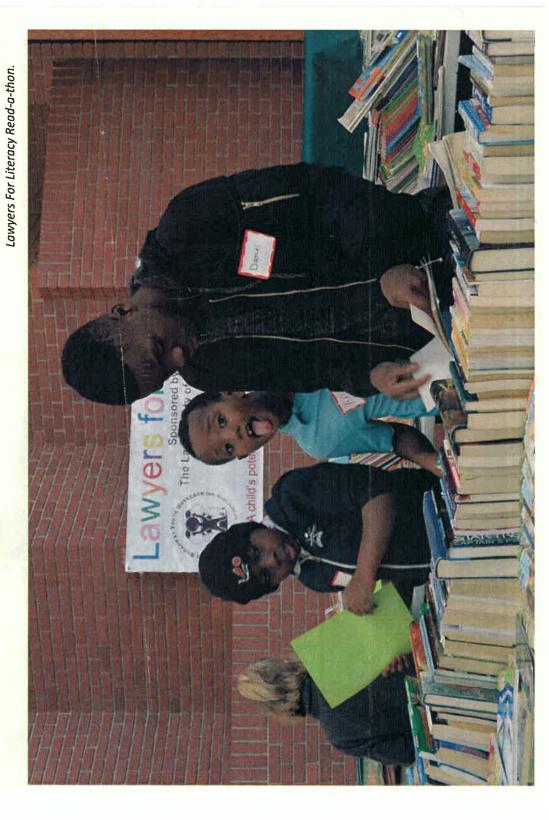
favourite kinds of books to read are graphic novels and In one day I read over 70 books and won a sled, a HUGE Kinder surprise, and a Barbie doll. My short chapter books.

read 10 books you get to go on an outing. The first three At WBYO, there is a Bookworms program where if you laptop - one of these days I'm going to win a kids who read 100 books get a free



Her brother Imam is in the background.

Imam, Anna and Daniel browse at the Books! Books! Books!



Attention Wonderific Volunteer Team

Please help our kids and staff team to get to know you better by filling out this fun filled questionnaire :-)

rame (meaning).		
Address?		
Phone Number?		
Date of birth?		
Favorite color?		
Favorite genre of music/song	?	
Favorite hobbies?	a de la constantina della cons	
Dream destination?		
Dream career?		
Favorite meal?		
Shirt size?		
Shoe size?		
Favorite drink?		200
Favorite book/ author/ genre	of books?	
Favorite province?		
Pet of choice?		
Top 5 bucket list activities?	N. C.	Contract of the second
Top 3 favorite Tv-shows?		1
Top 5 favorite movies?	Total Contract	-
Favorite things to do outdoor	s?	
Favorite candies?		
Favorite dessert?		
What do you truly love?		
What would you do if you wo	on the lottery?	
A hidden talent?	300	
A random fact about yourse	If?	
Favorite thing about West Br	roadway Youth Outreach?	
You	ır <mark>most embarrassin</mark> g childhoo <mark>d</mark> mem	nory?
	1000	

What is the strangest thing you are willing to admit about yourself?



Looking forward to your responses, please send them in at your earliest convenience :-)

(204) 774-0451 | WBYOKIDZ@GMAIL.COM WWW.WESTBROADWAYYOUTHOUTREACH.COM 646 PORTAGE AVE, WINNIPEG MB, R3C 0G6



Academic Programs

Our academic supports include a Homework Club and literacy programming with volunteer tutors who help children develop a love of learning. Academic achievement is rewarded at WBYO with anything from treats to bungee jumping or a hot air balloon ride when a child gets a "Straight A" report card.

Recreational Programs

WBYO is a place for children to have fun and feel comfortable being themselves. Our recreational programs include sports and organized games, swimming, yoga, bingo, board games, and movies. Children are encouraged to get active, play fair, and respect others.



We put an emphasis on equipping children with the skills they need to become responsible and resilient adults. We incorporate life skills learning into all of our programming, especially in our cooking, laundry, career mentorship, leadership and music programs.

Summer Programs

Throughout the summer, we make an effort to give West Broadway kids the opportunity to experience everything that Winnipeg (and beyond) has to offer. Activities include daily outings to parks, pools, community centres, music festivals, and museums. We also take children on camping trips in the Whiteshell to explore nature and life beyond Winnipeg's inner-city.

West Broad

NO. Mruss



in an atmosphere where their basic West Broadway Youth Outreach opportunities to learn and grow beyond. We provide year-round, and life skills program for youth ensures that local children have (WBYO) is a drop-in recreational in the West Broadway area and programming in a safe, fun and nurturing environment. WBYO free after-school and summer

Our Vision

Children realizing their potential.

Our Mission

children are provided opportunities to learn West Broadway Youth Outreach provides a safe, fun and caring environment where and positive role models instil a sense of accountability, teach life skills, encourage towards achieving their infinite potential and grow. Free structured programming positive behaviour and support children

Volunteer

kids, giving them positive role models and support. Our awesome volunteers are what make our program successful by engaging behind the scenes with fundraising, joining volunteers to help with our programs, or We are always looking for enthusiastic our board of directors, or committee making them feel valued.

Donate

needs are met and supported by

positive role models.

emotional, social and educational

that a child could use—snacks, clothes, games, oooks, musical instruments, passes to events, You can also help out by donating anything and of course, financial contributions are greatly appreciated

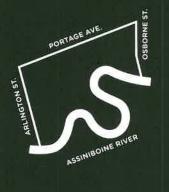
WBYO at 204-774-0451 wbyokidz@gmail.com make a donation, call To volunteer or or email us at





Nest Broadway Youth Outreach

546 Portage Avenue, Winnipeg, MB R3C 0G6 T: 204-774-0451 E: wbyokidz@gmail.com westbroadwayyouthoutreach.com



SERVICING YOUTH IN THE WEST BROADWAY AREA FROM



A United Way Member Agency





KIDS COME FIRST



So you want to be a West Broadway Youth Outreach volunteer.

Great Choice!

We have the best kids and volunteer core in the city.

There are a few things that you need to know and need to be done before you become official.

- 1. Fill out a volunteer application form and return it to us so we can check your references.
- 2. Sign the Volunteer Contract and Oath of Confidentiality
- 3. Fill out and return a child abuse registry check*.
- 4. Go to the Public Safety building (2nd floor) and have a criminal record check done by the police.** It costs around \$30. Having a criminal record does not automatically disqualify you from becoming a volunteer but we need to know.

After those 4 things are done, we can figure out a program that works best with your interests and schedule for you to volunteer. When you pick a regular program that you'd like to volunteer at, we expect you to show up regularly and on time. If you can't make it to a program, or are going to be late, please give us a call or send us an email to let us know so we don't worry about you. Also, if you have some free time and would like to volunteer for a program you don't usually come to, just give us a call and come on over! In case we have a special outing or program location gets changed, we want to make sure that you can find us!

*We also need to see two pieces of identification

**If you have had a criminal record check or Child Abuse Registry check done in the past year we will accept an official copy.









At WBYO, we expect the best from our kids and hold them accountable for their behaviour, The three rules that we have for the behaviour of any kid at WBYO are:

- 1) Use appropriate language.
- 2) Keep your hands and feet to yourself.
- 3) Treat others the way you want to be treated.

We also expect the adults who interact with WBYO kids look out for the best interests of the kids. Our philosophy is always that the <u>kids come first</u>, and underlying this basic principle, we have the following expectations of any volunteer, staff, or practicum student who interacts with them at the program.

1) ROLE MODEL EXPECTATIONS.

When you choose to work or volunteer at WBYO, you are agreeing to be a positive role model for West Broadway kids. This means living up to the same expectations that we have for them: use appropriate language, keep your hands and feet to yourself and treat children, staff, volunteers, and parents at WBYO with respect. The best way for children to learn positive behaviour is to see it in action.

2) BE PREPARED.

Show up ready for the day ahead. This means coming on time, well rested and with what you need for the day's activities. This might include a bathing suit and towel if we're going swimming, running shoes if we're playing sports, a water bottle and hat if we're in sun all day, etc. If you take care of yourself and your own health, you will be a lot more help to the kids.

3) BE ENGAGED.

As the kids get to know you, they will be excited to see you and interact with you. We take a hands-on approach at WBYO, meaning that we think the kids will get the most out of interacting with you if you are right there alongside them, sweating in the basketball court, tossing them in the pool, or telling them a joke. The kids don't get to benefit from your awesome personality if you sit in the corner texting, listening to your i-pod, or chatting with other staff.

4) BE PROFESSIONAL.

Being professional means understanding our boundaries and limitations. We are mandated to be a recreational program. If we cross that boundary and take on a role we are not trained for, acting as a counselor, parent, minister, best friend, etc., we will be doing a disservice to the children. Therefore, we have to remind ourselves of our place as positive adult role models in a recreational environment and avoid topics of conversation which we are not qualified to give advice on (e.g. sex, religion, substance use etc.). If issues come up which we are not prepared to deal with, please refer them to a WBYO Director, who will help refer families to the appropriate professionals to handle these issues.

5) BE SAFE.

While we want you to have fun with WBYO kids and let loose, this can never come at the expense of their safety, and we always err on the side of caution. For example, when walking with kids we cross the street only at crosswalks, we only ride bikes if everyone has helmets, and all kids in vehicles must be wearing seatbelts. Parents have entrusted us with the safety of their kids, and it's not worth taking risks. Please help us continue on our decades-long track record of no serious injuries at WBYO.













WONDERFUL WAYS TO SHOW A WBYO CHILD YOU CARE

* show compassion * walk in the rain * brag about them * let them help * believe in possibilities * stop yelling * say yes as often as possible * take time and answer all of their questions * remember, they have not been on Earth Very long * Celebrate mistakes * remove guilt * allow them to love themselves * encourage * whose stand * sing during snack * ask their opinions * honour their NO's * allow them to be different * accept their differences * giggle a lot * let them be slily * be silly yourself * say no when necessary * learn from them * let them be kids (it's what they do best!) * speak kindly * make lots of time for them * let them help as much as possible * always remember that no matter what the problem, it can always be Cleaned, dried or fixed * let them know they are the best version of themselves in the city, province, country, world and universe * and above all: keep them in your hearts ALWAYS *