



SCOTTSDALE CHRISTIAN ACADEMY

2025 - 2026 VOLUNTEER REQUIREMENTS

July 1, 2025

We value our volunteers and the service they provide to our students. Thank you for considering being a part of the SCA family of volunteers! To be on our list of approved volunteers each year, the following steps are to be completed (one form per volunteer/each year) prior to serving:

- 1. Volunteer Agreement Form:** The Volunteer Agreement and Code of Conduct to be signed every year
***Signed Statement of Faith, Position on Critical Issues and Statement on Marriage, Gender and Sexuality:** If you are a current SCA parent this was already completed and signed with your students enrollment for the current school year. **You do not need to complete again.**
- 2. Driver Information/Vehicle Insurance Form:** This is only required if you wish to be eligible to be a driver (Fill entire form and provide complete explanation if **yes** response to questions)
- 3. Background Check:** Request for Background Check completed **each year**, unless you have a current Level 1 fingerprint card which is good for six years. (A copy of the Level 1 fingerprint card must be included each year with volunteer agreement.) Please allow 72 hours for the background clearance. We reserve the right to run anytime during your term of service.
- 4. Training Video:** Required to be completed **one** time. The video link will only be sent to you after the background information has been submitted. It will come from Mobilize My Ministry. If you have a Level 1 Fingerprint card and have not completed the Training you are still required to submit the background information in order for the training link can be sent.
- 5. Volunteer T-Shirt:** A link to purchase the shirt will be emailed to you once all other requirements are completed.

All steps are required to be completed and cleared prior to the date you begin to serve.

Directions to complete the background screening:

You will be directed to a secure site where you will provide your information, which will be submitted to Protect My Ministry for a background screening. If you have not yet completed the Child Sexual Abuse Prevention Training Course, you will receive a training video link from Mobilize My Ministry. The training must be completed within two weeks of receiving the link. This course is a one-time requirement to be cleared for volunteer work.

- Visit [Scottsdale Christian Academy website](https://www.scottsdalechristian.org)
- Go to the "Community" tab and select "MY SCA"
- Under "All-School Links and Forms" you will find:
 - Volunteer Forms
 - Driver Form
 - Background Check Link

If you have any questions about the requirements above, please contact Dori Richardson at drichardson@scamail.org or 602.992.5100, ext. 11010.