



**DON MOYER
BOYS & GIRLS CLUB**

Volunteer Checklist

- Submit a Volunteer Application at dmbgc.org.
- Print & sign the DCFS background check (see email) and return it to tpeshel@dmbgc.org or drop it off at the Club. ***Processing may take several weeks, so complete this step as early as possible!***
- Look for an email from VeriScreen and follow the link to submit a second background check online. ***You will have seven (7) days from receipt of email to complete this step.***
- Attend a Volunteer Orientation. Upcoming orientation dates can be found at dmbgc.org.
- Read the Volunteer Manual (see email), print & sign the Volunteer Agreement on the last page, and bring it to the Club ***no later than your first day of service.***
- Complete the Illinois DCFS Mandatory Reporter Training
 - Visit mr.dcfstraining.org, click “Register for an account” and create an account.
 - When you have completed the training, print your training certificate and bring it to the Club ***no later than your first day of service.***

Questions? Contact Tonya Peshel at tpeshel@dmbgc.org