

Baltimore County
Department of
Recreation and Parks

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**Questions about the
Background Check process?
Please call the office of
Recreation and Parks
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DEPARTMENT OF
RECREATION AND PARKS

Baltimore County Department of
Recreation and Parks

Volunteer Background Check Program



Purpose

Baltimore County Government is invested in increasing the safety of participants and families while they are participating in Recreation and Parks activities and programs. This commitment is extending our efforts to include conducting background investigations for all volunteers who participate in Recreation/Nature Council, Therapeutic, PAL, and other County-sponsored recreation programs.

The background investigation will be conducted by a nationally recognized security screening firm, the Southeastern Security Consultants, Inc (SSCI). This screening is a review of each applicant's criminal history. The results of the screening will determine each volunteer's eligibility to volunteer in our programs. To protect the privacy of all volunteers in the program, Baltimore County staff will not have access to any information regarding this background screening. SSCI will only provide a list of passed applicants to Recreation and Parks staff.

This program is a preventive measure. It is not meant to take the place of parental involvement and participation. It is meant to work in partnership with parental efforts to ensure that their children and all constituents enjoy programs and activities in a safe environment.





CRITERIA

Any person found guilty of offenses in the following categories listed below will not be approved:

- Inclusion on the National Sex Offender Registry
- Felony Assault (within the last 5 years)
- Possession of a controlled substance with intent to distribute (within the last 5 years)
- Indecent Exposure (within the last 5 years)

PROCESS

- Access the Volunteer Application by going to the following website : **BaltimoreCountyMD.gov/RecreationVolunteers**
- Public computer labs are located at the Randallstown Community Center, Sollers Point Multi-Purpose Center, Dundalk Community Centers, and all Baltimore County Public Libraries.
- If you are unable to access the internet please obtain the Volunteer Background Application Forms from your community recreation office or Recreation or Nature Council.
- Once the applications has been submitted in person or on-line, it takes up to 5 business days to receive the results.
- If a report comes back with information preventing you from volunteering, SSCI will contact you directly to report the findings and/or request additional information by email or mail.
- If you are approved for participation your name will be listed on the County's website at: **BaltimoreCountyMD.gov/RecreationVolunteers**
- Volunteers must complete this process prior to each program season.
- There is no cost to applicants.

Who must complete the background investigation:

- Board of Recreation and Parks Members
- Recreation/Nature Council Board Members
- Recreation/Nature Council Chairpersons
- Head and Assistant Coaches
- Instructors and Assistant Instructors
- Volunteers who have care, custody or control of children
- Volunteers who have access to confidential information (example: registration forms, financial



*Register on-line **or** with a hard copy - For details ask at your Recreation or Nature Council Office staff member.*

PARENT PARTICIPATION

Parents are encouraged to remain active and supportive in their child's participation in Recreation and Parks programs by:

- Being aware of and involved in your child's daily experiences.
- Being available and prepared to listen.
- Teaching your child preventive communication skills.
- Nurturing your child's sense of self-esteem.
- Coming to us or your local Recreation/Nature Council with questions or concerns.