



Screening & Onboarding

The BGCW and BGCWD are committed to selecting and retaining effective staff and volunteers to serve our youth. As part of the selection process and in accordance with state background check regulations, background checks and screening procedures are conducted in accordance with this policy.

BACKGROUND CHECKS

The BGCW and BGCWD conduct criminal background checks of all employees, including minors; board volunteers and others who serve on a standing committee; and all other volunteers, including partners and minors, who have direct repetitive contact with minors. Name-based or fingerprint-based record searches may be used in any combination, but the background check shall at a minimum:

- Verify the person's identity and legal aliases through verification of a social security number.
- Provide a national Sex Offender Registry search.
- Provide a comprehensive criminal search that includes a national search.
- Provide a comprehensive local criminal search that includes either a statewide or county level criminal search, depending on jurisdiction.
- Include any additional background check criteria required by organizational policies, funding or licensing agencies or required in the applicable jurisdiction, such as motor vehicle records, child abuse registry or credit checks. Such checks will be conducted prior to employment and at regular intervals not to exceed twelve months. All background check findings shall be considered when making employment or volunteer decisions, and the BGCW and BGCWD will not employ potential staff or engage potential volunteers if such individual:
 - a. Refuses to consent to a criminal background check.
 - b. Makes a false statement in connection with such criminal background check.
 - c. Is registered, or is required to be registered, on a state or national sex offender registry.
 - d. Has been convicted of a barrier crime/felony consisting of:
 1. Murder
 2. Child abuse
 3. Domestic violence
 4. Abduction or human trafficking
 5. A crime involving rape or sexual assault
 6. Arson
 7. Weapons
 8. Physical assault or battery
 9. Drug possession, use or distribution in the last five years
 - e. Has been convicted of any misdemeanor or felony against children, including child pornography.

REFERENCE CHECKS

The Boys & Girls Club of Worcester and the Boys & Girls Club of Webster-Dudley conduct reference checks prior to extending an offer for employment or volunteer service on any candidate with direct repetitive contact with young people. Should candidates for employment have previous experience with a Boys & Girls Club, information on the candidate's eligibility for rehire/volunteering must be obtained from all previous Boys & Girls Clubs for which the candidate worked prior to extending an offer for employment or volunteer service. Additionally, the Boys & Girls Club of Worcester and Boys & Girls Club of Webster-Dudley provide reference materials when asked by other Member Organizations.