



# Charlotte Family Housing

*Working to solve family homelessness*

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## **Background Check Policy**

The safety of our clients is always our primary concern. For that reason, ALL volunteers must complete a background check through our preferred service provider, Sterling Volunteers. There will be no exceptions to this policy. For more information on the background checks we require, please visit <https://www.sterlingvolunteers.com/>.

This check includes a County Criminal Records search as well as a Multi-State Sex Offender Registry search. Volunteers will be asked to update background checks every two years. A person will be disqualified from volunteering if any of the following circumstances apply:

- The person has been convicted of a crime against or otherwise involving a minor at any time in the past
- The person has been convicted of sex offenses at any time in the past
- The person has been convicted of a crime of violence or other serious crime against a person within the prior 10 years
- The person has been convicted of a theft-related crime or fraud within the prior 10 years
- The person has been convicted of a felony that is less than 7 years old

In connection with your application to serve as a volunteer with Charlotte Family Housing, we will obtain an applicant screening report via Sterling Volunteers. Where a conviction is remote in time, or where the applicant's conduct since the conviction(s) indicates rehabilitation or lack of risk to the membership and the program, some leeway may be provided, but only with the approval of our Executive Director.

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