



# Metanoia

## Volunteer Application Process

Volunteers with Metanoia Manor must complete the following licensing requirements (per 7111, A, 2, i-v) to be eligible for opportunities.

\*Completing the volunteer process does not ensure access to the house or the girls. Volunteer opportunities outside of direct contact are available and do not require completion of all stages. Please notify us if you wish to obtain more information on the process.

### **Stage One**

1. Participate in training on Human Trafficking
2. Submit current copy of driver license to Metanoia
3. Successful State Central Registry check (Completed every 5 years, \$25)
  - a. Submit completed form to Metanoia. Metanoia will process the request

### **Stage Two**

1. Louisiana State Police Bureau Authorization Form (Completed annually, \$26)
2. Louisiana State Police General Disclosure Form (Completed annually, \$13.25)
  - \* Take both completed forms to: Louisiana State Police Headquarters  
7919 Independence Blvd.  
Baton Rouge, Louisiana 70806
  - \*Results will be sent directly to Metanoia
  - \*Submit receipts to Metanoia for reimbursement
3. Complete DCFS Mandated Reporter on-line training course
  - \*Submit successful completion certificate to Metanoia

### **Stage Three**

1. Volunteer Application
2. Three references letter must be provided. (May not be from a family member.)

### **Stage Four (Metanoia will schedule a meeting to complete this section)**

1. Job Description
2. Volunteer Orientation
3. Copy of current auto insurance

Completed forms may be submitted to via email to [info@metanoia-inc.org](mailto:info@metanoia-inc.org) or postal mail: ATTN: Metanoia  
4727 McHugh Drive, Zachary, Louisiana 70791