



Volunteer Background Check FAQ

Answers to common questions

Why do I have to have a background check to volunteer with Metro?

Metro performs background checks for all ongoing volunteers in order to protect the well being of other volunteers, employees and the public, as well as the assets we manage for the public.

What type of background check will I be asked to complete?

If the volunteer opportunity you are applying for *requires you to work with children*, you will be asked to register with the Oregon Child Care Division Central Background Registry.

If the volunteer opportunity you are applying for *does not require you to work with children*, you will complete a standard background check through OpenOnline.

What type of information will I be asked to give?

You will be asked to provide your name, address, phone, date of birth, and social security number.

Is this system secure?

Yes. When you enter your information for the background check, it will go directly to the state or to OpenOnline. Both systems are built to handle and protect this type of highly sensitive, personal information.

What information will the background check pull up?

Your background check will pull up any criminal convictions that you have since you turned 18. It will not turn up any information about your driving record, unless it is a DUI.

Who at Metro will see my background check information?

All of your background information stays strictly within Metro's Human Resources Department. No Metro staff with whom you will be volunteering, including volunteer coordinators, will see the information and Human Resources will not discuss it with them.

I have been convicted of _____. Will I be able to volunteer?

If a conviction comes up on your background check, our Human Resources department will review the opportunity you have applied for and determine if the conviction precludes you from volunteering. Human resources will consider all of the following in making their decision:

- Nature, gravity and frequency of the offense
- Duties of the volunteer opportunity that you applied for
- Your age at the time of conviction
- Time that has passed since the conviction
- Rehabilitation and/or other court-ordered treatment completed

Please note that if you have any convictions, you MUST disclose this when you consent to the background check. If you do not disclose a conviction, Human Resources will not accept your application and you will have to wait six months to reapply.

Can I get a copy of my background check?

Yes! Once Metro has run the check, you may request a copy of your background check through OpenOnline. A paper copy of the background check will be mailed to you.

I don't feel comfortable having Metro run a background check on me. Is there still any way that I can volunteer?

Yes! You are welcome to volunteer at any of Metro's public volunteer events. Please check [Metro's calendar](#) to see when the next one is coming up.