

## Volunteer Screening Process—All Volunteers, at all levels

As our society continues to change, it has become necessary for us to have a protection policy and screening process for our volunteers (a complete copy of the policy can be found in Appendix A). This is designed not only to protect the children, but also the workers against any false accusations. We realize only God can protect us and yet He has called us to be wise stewards of all He has entrusted to us. In order for our policy to be as effective as possible we require our volunteers to complete the following process:

1. Fill out an application (provided in this manual).
2. Participate in a phone or personal interview as needed.
3. We will check the references you provide on the application.
4. We will do a nationwide background check.

## Volunteer Position Descriptions

We believe each of us works better when we understand clearly what our ministry role is. The following position descriptions will acquaint you with the various volunteer ministry positions in the children's program. Please take the time to acquaint yourself with all the volunteer ministry opportunities so you may more adequately understand how all of us work together as a team to minister to children.

## General Guidelines for Children's Ministries

Seek God's strength and power as you minister to kids by:

1. Seeking to draw closer to God in your own personal relationship with Him. Make the "Pray and watch" practice (page 3) a part of your week.
2. Choose to show unconditional love to each child because God loves each of them with an overwhelming love. A love not based on what we do or don't do, but on His mercy and grace!
3. Get to know each child by listening, asking, observing and conversing. Seek to understand where they are spiritually so we can help take them to the next level.
4. Use Scripture wherever possible to show what is pleasing and not pleasing to God.
5. Prepare thoroughly for class through prayer, study, and planning.
6. Understand what your strengths & weaknesses are as well as those of your teammates working together to reach each child.
7. Make it your prayer and goal to help the kids make application so your teaching isn't only head knowledge but affects the heart as well. Be real and share from your own heart and experience.
8. Be sensitive and show the child respect & honor—often we do not realize the amount of influence that we have on children. When we say "You know how much Jesus loves you" and then we humiliate or embarrass them, even unknowingly, the child is hurt. It will affect not only how he/she views you as a teacher, but more importantly how he views Jesus. Be aware of the tone of your voice and your body language.

# ALL CHILDREN'S MINISTRY VOLUNTEERS

## EXPECTATIONS/REQUIREMENTS

1. A professed commitment to Jesus Christ that demonstrates an authentic and active relationship with Him.
2. Willing to fulfill the ministry description
3. Regular attendance of the Worship service and involvement in a place where you are being challenged & encouraged in your personal relationship with God.
4. A teachable spirit, exemplified in attending enrichment times together as a large group as well as small group times with your ministry area coordinator and team.
5. A desire to serve as a contributing member of a dynamic team praying regularly for the other members of your ministry team as well as the children in your class.
6. A commitment to excellence exemplified by being in your classroom a minimum of 15 minutes prior to the beginning of your teaching hour ready to greet your students and adequately prepared to teach.
7. Complete the Church Protection application & screening process.

## BENEFITS

1. You will grow in your walk with God as you step out in faith, seeing His faithfulness as He uses you in the lives of others.
2. You will grow in wisdom and knowledge as you prepare weekly for your ministry.
3. You will experience the joy of seeing children drawing closer to Christ.
4. You will be making an *eternal investment* by helping students assimilate Biblical truth into their lives and grow in their relationship with Jesus Christ.
5. You will feel the personal satisfaction of knowing you have done your best to share the love of Christ with another person leaving the results to God.
6. You will benefit from the encouragement and support of being a part of a team.
7. If you are a parent, you will become better skilled at relating Christ to kids and that will impact your own children.

## OUR COMMITMENT TO YOU

1. To provide training for your specific area of ministry as needed as well as encouragement, support and practical helps as you seek to grow in your own relationship with God. (Let us know what you need)
2. To provide adequate facilities, materials, curriculum and resources, keeping them in working order.
3. To pray for you regularly.
4. To support you by providing adequate assistance and supervision as needed.
5. To provide you with a clear statement of our purpose & philosophy of ministry as well as a job description for your role.