

Student Volunteer Application

For Youth wishing to serve in
Children's Ministry at Community Church



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www.ccdl.org

For Office Use Only:

Application Received	_____
References Checked	_____
Interviewed by _____	_____
Info Accurate in Servant Keeper	_____
Added to Volunteer B-Day List	_____
Handbook Received	_____
Photo ID & Lanyard	_____
Scheduled to Serve	_____
Classroom Orientation	_____

*Thank you for your interest in serving with Children's Ministry here at Community!
We're glad that even though you are young, you recognize that you are part of the
Body of Christ and that YOU can serve others! Because we care so much about our
families here and especially about the safety of their children, we want to do our very
best to carefully screen all individuals who would like to serve to be sure we find a great
fit for both our youth volunteers and our children. Please fill out the following
information completely so that we can get to know you better.*

Sensitive information will be kept confidential.

Personal Information:

Full Name: _____

Date of Birth: ____/____/____ Current Grade in School: _____

Current Address: _____

Phone Number: ____-____-____ Do you text at this number as well? _____

Email Address you regularly check: _____@_____

Youth Group or other Faith-Based Group that you are currently regularly attending:

Leader of that Group that can serve as a reference for you: _____

Leader's Phone: ____-____-____ Email: _____@_____

Written Responses:

Please describe your experience working with kids.

Please explain why you'd like to be a volunteer working with kids here at church.

Have you made the choice to turn away from your sin, put your faith in Jesus, and live your life for Him? (Honestly answering "not yet" will not necessarily keep you from volunteering in Children's Ministry!) _____Yes _____Not Yet

If you answered "Yes," please describe when and how you became a Christian and how you're growing in your relationship with Jesus. If you answered "Not Yet," describe what you think of Jesus and what He means in your life right now.

What special skills, talents, personality traits, hobbies, or life experiences make you a unique fit for working with our children? (Don't be shy... let us know who you are!)

References:

Please provide the following information for three references (who are not related to you). We may contact any or all of them to provide further information about their trust in you to provide care for our children at Community Church.

Some examples of the types of people you may want to list here:

- Teacher
- Coach
- Small group leader from Church or Youth Group
- Parents of children you've babysat for
- Boss
- Longtime Family Friend
- Any other adult who knows you well

Name	Relationship	Phone Number	Email Address

Serving Preferences:

Please indicate the type(s) of volunteer position(s) you prefer:

- _____ Sunday Morning Nursery (infants & toddlers)
- _____ Sunday Morning Preschool Programming (ages 2—4)
- _____ Sunday Morning Children's Programming (Kindergarten—5th grade)
- _____ Children's Ministry Special Events
- _____ Special Blessings (one-on-one assistance for children with special needs)
- _____ Wednesday Evening Junior High CrossRoads (working with middle schoolers)

At which Sunday morning service would you prefer to serve?

_____ 9:00am _____ 10:45am

Please note: It is our expectation that you attend the opposite service on the Sundays you serve. If that is impossible for your family, all messages can also be viewed online.

How many Sundays per month are you able to serve? _____

Your Commitment:

Being a volunteer in Children's Ministry at Community Church is a really big deal. Our little ones look up to you as leaders and examples of what it means to be whole-hearted followers of Jesus. Therefore, we want each of our volunteers to take his or her own personal relationship with Jesus and his or her role in our ministry very seriously. For this reason, we are asking that each student volunteer carefully reads and signs the following commitment:

As a volunteer in Children's Ministry at Community Church, I agree...

- *To grow in my own relationship with Jesus by taking the "next step" (making a decision to follow him, pray/read my Bible regularly, share Him with friends...).*
- *To keep coming to weekend services here at Community, not allowing my volunteer position to serve as an excuse to miss.*
- *To stay involved in a ministry with my peers that helps me to grow in my faith (like Group, CrossRoads, or another Christian group).*
- *To be a good representative of Jesus, both when I'm with kids or when I'm away from church, and to be a good role model in my everyday life through my attitude, words, and actions.*
- *To faithfully show up—prepared and on time—on days I'm scheduled to serve ready to give my very best (and when I can't, to contact a Children's Ministry staff member and to do everything I can to find a sub).*
- *To carry out my "job description" to the very best of my ability; with a servant's attitude; showing love and respect to the kids, other volunteers, and my leaders; and abiding by Community Church's Children's Ministry policies and procedures. (Please see attached page which includes the most essential information.)*
- *To be willing to listen to loving correction if something I'm doing either in the classroom or outside of the church is brought to my attention as an area of concern, and be willing to do my best to change those behaviors to better honor God and set a good example.*

Signature: _____ Date: _____

For a student to be a successful Children's Ministry Volunteer, his or her parents need to be fully on board as well! Please ask your parent(s) or guardian(s) to read the following statement and sign as well:

I have read my child's application and am supportive of his/her desire to volunteer with Children's Ministry at Community Church. I give my permission for my son/daughter to participate as a volunteer and will do everything in my power to help my child fulfill his/her commitment.

Signature: _____ Date: _____

Community Church Children's Ministry: Abbreviated Policies and Procedures *Essential information for those wishing to serve*

Check In/Check Out Procedures:

In order to keep accurate records in case of emergency and to provide the safest possible experience for children, every child must be checked in and checked out every time. Regular attenders can find their child's duplicate nametags in their classroom (BB1-BB3 and 2nd-5th) or at the check-in counter (BB4-K/1). The child wears one tag and the parent wears the other. At check-out, both tags must match for a child to leave the room. Visitors should create duplicate sets of tags when signing in at the Visitor Check-In table, following the same procedure. Additionally, parents of children in BB3 or younger may also take a pager and/or leave their cell phone number so they can be reached as needed. Diaper bags and other items should be labeled for ease of use.

Restroom & Diapering Policy:

Because of the private nature of diapering and using the restroom and the potential for possible abuse (or allegations of it), volunteers must be especially vigilant about adhering to our policy. Only adults may change a diaper, and should always do so within eyesight of another volunteer, using the highest standards of cleanliness. When a child needs to use the bathroom and must have assistance, the top of the door (or whole door) must remain open and another volunteer should be within eyesight as well.

First Aid & Emergency Procedures:

If a child is injured at church, please care for them as well as you are able and ask for additional help from other volunteers and staff as needed. First aid kits are available in every classroom for your use. Be sure to fill out the Illness/Injury report from the red folder on both halves, so that half may be given to parents and half can be filed at church. Each room also contains a spill clean-up kit, which contains the materials and instructions needed to clean up vomit or other yucky messes. Fire evacuation information is located near each classroom door, and in case of a tornado, children should move to either the BB2 nursery or the hallway between the 2nd-5th grade classrooms and the MPR to take shelter.

Sickness Policy:

In order to keep our nurseries and classrooms as free from germs as possible, we ask parents to abide by the following guidelines and volunteers to enforce them politely: No child should attend childcare or programming if he or she is currently ill (fever, diarrhea, vomiting, cough, rash, pink eye, mucus/runny nose, lice, or any communicable disease) or is recovering from an illness (experienced symptoms in the past 24 hours.) A detailed description of our policy is posted near each nursery.

Guidelines for Reporting Abuse:

If a volunteer ever has reason to suspect that a child has been physically or sexually abused or neglected, they must immediately report the suspected abuse to the Children's Ministry Director. This information should be kept confidential and only discussed with the proper authorities. Filling out reports may also be necessary.