

# Harvest Community Church Application for Ministry with Minors

## Personal Data

Name:

\_\_\_\_\_

First Full Middle Last

Maiden Name: \_\_\_\_\_

Married Name(s) \_\_\_\_\_

Present Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Have you ever been convicted of a felony?  Yes (List Charges) \_\_\_\_\_  No

Have you ever been convicted of child abuse or a crime involving actual or attempted sexual molestation of a minor? Yes No

## Church Activity

Are you a member of Harvest Community Church?  Yes  No

If not a member, how long have you regularly attended? \_\_\_\_\_

Or, name of church you attend: \_\_\_\_\_

List previous church work involving children/youth. Please identify church and pastor if not at Harvest Community Church.

\_\_\_\_\_

\_\_\_\_\_

List two personal references (not including relatives) with telephone numbers:

\_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_

## **Dear Child/Youth Ministry Volunteer,**

We appreciate your willingness to serve in our Child/Youth Ministry. Your commitment will help grow a quality ministry for the children and youth that have been entrusted to our care.

The safety of our children, our volunteers, and our church are our primary concerns. We must take every opportunity to protect our children and ourselves by providing a safe and nurturing environment.

To meet these goals, we have implemented a comprehensive Child Protection Program. As a potential child/youth volunteer, you will be asked to fill out a formal application which includes a criminal background check as well as other child safety measures. These steps are necessary and in some cases required by law. It is our prayer that you do not find this process intimidating.

### **Harvest Community Church Child Protection Resolution**

1. The lives of our church children are very precious to us.
2. All efforts must be taken to prevent emotional, physical, or sexual abuse of our church children.
3. As a worker or helper in child/youth ministry, I understand it is completely outside the scope of my ministry to engage in any practice that would intentionally harm a child emotionally or physically.
4. As a worker or helper, I also agree not to engage in any behavior that would involve sex or sexuality with any child. That includes inappropriate touching, intimate sexual contact, sexual gestures, sexual jokes and statements, exhibitionism, actions or speech designed to arouse sexually, and actions or speech designed to encourage sexual experimentation.
5. I agree not to discuss sexual issues or sexuality with any child under legal age without written permission from a parent or legal guardian (approved curriculum or teaching sessions excepted).
6. I understand that sexual abuse of a child is a crime. I understand that the church will cooperate fully with any and all law enforcement agencies if abuse occurs.

**Authorization of Background Investigation/ Consent and Release:**

The information I have given in this application is correct and complete to the best of my knowledge. I understand that false information or significant omissions may disqualify me for further consideration for service and may be justification for dismissal if discovered at a later date.

If I am accepted for child/youth work within the church, I agree to abide by the Harvest Community Church Child Protection Resolution and Policies, and to refrain from activities that are illegal or unethical while I am working in any capacity within the church.

I authorize any references in this application to give you any information (including opinions) that they may have regarding my character and fitness for working/serving at Harvest Community Church. I am aware that a criminal history record check may be made on any volunteers and staff serving in Harvest Ministries.

I hereby authorize all law enforcement agencies, family services and child welfare agencies or prior churches to disclose their records which they may have regarding me. This information shall be released to be used for consideration in determining if I qualify for volunteer work with minors at Harvest Community Church of Oak Creek, Wisconsin. I voluntarily release said agencies and Harvest Community Church, and each of its officers, agents, and employees from any and all liability or damages arising from the release and findings of any and all information.

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Signed

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Date

***This application, inquiry, and information pertinent to it is confidential, and will be maintained in a separate file.***

# Harvest Community Church Child Protection Policy

1. Two adults must be present with children/youth at all times. This includes any or all childcare situations. If at all possible, never be alone with a child. Never physically force children into a situation that might cause them to accuse you of wrong intentions.
2. Men are never allowed to take children to the bathroom (parents exempted).
3. When taking children anywhere on church property, it is expected that two adults accompany the children. If at all possible, never allow children to go off by themselves on church property without two adults supervising.
4. Individuals must be regular Harvest attenders for at least four months before working in Child/Youth Ministry.
5. Parents are welcome to observe their child in class or at a youth meeting. However, if a parent desires to observe for more than two weeks, they must complete a ministry application and receive permission from the Pastor or the Children's Christian Education Director.
6. Ministry workers should never "drop off" or "pick up" children/youth and bring them to an activity unless arrangements have been made in advance and written parental permission has been obtained. Two adults should be present in car driving situations. Parents are strongly encouraged to provide transportation for their children and not ask ministry workers to perform this task. In group activities requiring transportation, a common meeting place should be established (i.e. church parking lot) and vehicles provided and written permission for this event will need to be in the ministry director's hand.
7. Counseling should be handled by the Child/Youth Ministry Staff during regular office hours with the proper safeguards in place. Staff counseling for females should be conducted by females and counseling for males should be done by males.
8. Discipline situations involving youth should be conducted by teams consisting of a minimum of two people.
9. Each adult child/youth ministry volunteer will undergo a comprehensive screening and interview before being allowed to work in the ministry.
10. In summary, the basic rule to remember is the TWO-ADULT RULE. An adult should never be alone with a minor, but must always be accompanied by another adult.

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Signed

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Date