



LAUREL RIDGE COMMUNITY CHURCH

KidZ Church Volunteers Area of Interest

Name:

Phone: email:

Contact preference (circle applicable options): phone text email

Please check each area where you would like to serve:

- | | |
|--|---|
| <input type="checkbox"/> Acting | <input type="checkbox"/> Registration |
| <input type="checkbox"/> Song Leader | <input type="checkbox"/> Small Group Leader |
| <input type="checkbox"/> Opening/Game Leader | <input type="checkbox"/> Small Group Helper |
| <input type="checkbox"/> Teaching | <input type="checkbox"/> Prize Vault |
| <input type="checkbox"/> Computer/Audio/Visual | |

Please check the group you would like to work with:

- K-1 2-3 4-6 Wherever most needed

How often would you like to serve:

- Once a month Every other week Every week
 Substitute

Which week would you like to serve?

- 1st 2nd 3rd 4th Whenever most needed

Which service?

- 1st 2nd Wherever most needed

Thank you for serving with our Children's Ministry!

Pastor Brian

KIDZ CHURCH DREAM TEAM LEADER GUIDELINES

Role: The role of KidZ Church Dream Team leaders is to welcome children to Jesus, presenting the Gospel in love and discipling children that they might grow in their faith. To join the KidZ Church Dream Team, you must hold the following values:

CORE VALUES

- 1) Gospel-driven:** Everything we do in KidZ Church exists to teach children about the Good News of Jesus Christ. Volunteers must be committed to following Jesus in their personal lives, and to teaching others about Jesus as they serve.
 - 2) Team:** KidZ Church is a team. Because of this, all volunteers must be team players. All volunteers are asked to cooperate with other Ministry leaders, and follow direction as given.
 - 3) Family:** KidZ Church is more than a program. It is a family. This requires that we treat all children and each other with love and respect. Volunteers are encouraged to be open and honest about their lives, just as they would encourage children to do the same. Everything we do should welcome the children to Jesus. We should do nothing that would hinder a child from coming to Jesus.
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RESPONSIBILITIES

Responsibilities: When volunteering in KidZ Church, all dream team leaders will be asked to take on responsibilities to help ensure that we promote a culture where children are safe and can learn about Jesus. The responsibilities are as follows:

- 1) Early Arrival:** Volunteers will arrive at least 30 minutes prior to the start of service so that they can mingle and get to know children. We want all children to feel welcomed.

2) Name Tags: Volunteers will be given a name tag. This name tag helps children get to know you. Name tags are only to be worn by the volunteer to whom they are issued. Volunteer name tags are never to be worn by children.

3) Pre Service Meeting: 30 minutes prior to the start of service volunteers will gather in KidZ Church by the sound booth. During this time they will get an overview of the service, a small group assignment, and spend time in prayer.

4) Worship: During every service, there will be a time of worship. Volunteers are asked to participate with children in worship. We want children to see our volunteers as examples particularly during this time.

5) Teaching Time: During every service, there will be a Bible lesson taught. Volunteers are asked to sit with children during this time if they are not teaching on stage or serving as a quiet seat watcher. Encourage children to engage in the lesson, and discourage them from disruptions. Volunteers are never to be seated next to each other during this time or standing in the back of the room. We want all volunteers to be spending their time in Kid's Church focused on the children.

6) Small Groups: After the lesson, we will break into small groups to discuss the lesson. Volunteers are asked to help lead children through discussion questions, activities and prayer. Small Group Leader Guides will be made available to help volunteers lead their small group time. It is very important that volunteers be an example to our children during this time by keeping the discussion on track and encouraging kids to be respectful of the teacher and each other.

8) Discipline: Children in Kid's Church are to maintain behavior that is safe, respectful and responsible. A good rule of thumb to determine this kind of behavior is to ask "Is the child treating others the way they would want to be treated?" If a child is acting in a way that is not safe, respectful or responsible volunteers are to do the following:

1. First warning: Clearly state to the child what they are doing, and why it is disruptive.
 2. Second warning: Clearly state the behavior again, and let the child know that if it happens again, they will need to be removed from the group to speak with the children's Pastor and possibly have their parents called.
 3. Third warning: Let the child know that they have now had three warnings. Ask the children's Pastor to speak with the child and possibly the parents of the child if necessary.
 4. The Children's Pastor will speak with the child and keep them out of the small group as long as necessary. If needed, the Children's Pastor will talk to the child's parents.
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GUIDELINES

Guidelines: When volunteering in KidZ Church, dream team leaders are to be an example both during and outside of service. To be an example the following guidelines are to be adopted:

Clothing: Volunteers must always dress appropriately when around kids. Any clothing that is deemed too revealing or displaying inappropriate messaging is not allowed.

Language: Volunteers must always use language that honors God. Fowl language, cursing, and crude jokes are not allowed. Volunteers are to use their words to build others up, not to ridicule or embarrass them.

Attitude: Volunteers must always maintain a respectful attitude toward other volunteers and toward children. Selfishness, bitterness, jealousy, anger or belittling others is not permitted.

Cell Phones: Volunteers must always focus on serving children during service. Often cell phones become a distraction in this respect. Thus, the use of cell phones is not allowed during service. Please keep your phone on silent or vibrate. If a call or text comes in that is urgent and must be responded to, please exit the gym and take the call or respond to the text in the hallway.

Team Work: To be a part of KidZ Church is to be a part of a team. Volunteers must always be willing to work with others. This means at times they will be given advice, direction or correction.

Scheduling: If a volunteer cannot make service they are to inform the Children's Pastor as soon as possible. This helps ensure that going into service we can plan accordingly and call on more leaders in to step in to help if necessary.

Appropriate Physical Contact: Leaders are to maintain appropriate physical contact with children at all times. Leaders are never to allow children to sit in their lap, lay on them, or kiss them. A good rule of thumb is to ask "If a parent saw their child with me right now would it cause them concern?" Leaders are also to maintain appropriate physical contact with each other. Kid's Church is not a place to flirt or make public displays of affection. A good rule of thumb is to ask "If a parent saw the way I am talking to or touching another leader would they view it as an inappropriate example to their children?"

Failure to Follow Guidelines: Failure to follow these guidelines will result in a meeting with the Children's Ministry Pastor. The behavior will be discussed and advice/direction will be given. If the behavior continues a second meeting will be called. This meeting will clarify anything that wasn't understood or followed from the first meeting. If a third meeting is called, it will be a review of the inappropriate behavior and the Volunteer will be asked to step down from KidZ Church.

KID'S CHURCH VOLUNTEER CONTRACT

I _____ clearly understand and accept the role, responsibilities and guidelines of becoming a Kid's Church Volunteer:

Kid's Church Volunteer **Date**

I _____ have clearly explained the role, responsibilities and guidelines of a Kid's Church Volunteer.

Children's Ministry Pastor **Date**

Laurel Ridge Community Church

Application for Volunteer in Nursery, Preschool, Children's and Youth Ministries

Volunteer Information

Telephone: (____) _____ home (____) _____ work (____) _____ cell

First Name _____ Middle (Required) _____ Last _____

Maiden Name or Other Names Used _____

Social Security Number: _____ Date of Birth*: ____/____/____

E-Mail: _____

Present Address _____

City _____ State _____ Zip _____

How Long at Present Address? _____

Former Address _____

City _____ State _____ Zip _____

How Long at Former Address? _____

Please list all states and counties of residence since turning age 18:

(Please circle any of the following states in which you have lived: CA, CO, DE, LA, MA, SD, VT, WV, WY)

Driver's License Number: _____ State of License: _____

Marital Status: Married Single

Occupation: _____ Employer: _____

Church Membership: I am a member of this Church and have been since _____

[If less than 5 years, please indicate what church(es) you were a member of or attended regularly during that period]:

_____ Church in _____ from _____ to _____

_____ Church in _____ from _____ to _____

• I am applying for the following volunteer position: ___Nursery ___ Pre-School ___ Children ___ Youth

Commit to Sunday's _____, Commit to Wednesday's _____,

Serve once per month _____, Serve once per week _____, Serve in special events _____

Experience

Please list your church and non-church experience within the last 10 years as a volunteer child or youth worker, giving a brief description, dates, and organization (*attach an additional page as necessary*):

Two References (other than relatives)

Name: _____ Relationship: _____

Telephone: (____) _____ home (____) _____ cell

Address: _____

Name: _____ Relationship: _____

Telephone: (____) _____ home (____) _____ cell

Address: _____

Volunteer’s Applicant’s Statement – Read Carefully

The questions below are part of the process to help provide a safe and secure environment for our children and Youth. Please understand that the information provided in this application may be reviewed by additional members of the Laurel Ridge Church staff. It is our desire to work with you to find a ministry that is fulfilling and suited to your strengths and experiences.

Have you had any experiences that might make it difficult for you to minister to children at Laurel Ridge Church? _____

Have you ever used illegal drugs? _____

Have you ever been hospitalized, treated for, or struggled with alcohol or substance abuse? _____

Are you engaged in any conduct that is contrary to the teaching of the Bible? _____

Do you have any health issues that could place the children at Laurel Ridge Church at risk? _____

Have you ever been denied legal custody of your child/children in any legal proceedings including divorce decrees or settlements? _____

Have you ever engaged in or been officially accused of any child abuse, sexual misconduct, molestation, or similar offense? _____ If you have answered yes to any of the above questions, please explain briefly:

Laurel Ridge Church Leader’s Covenant

Having committed to serve in Children’s or Youth and to the habits essential to continue my spiritual journey with Christ I will commit to:

- Read and practice the safety and security policies in place at Laurel Ridge Church
- Prepare for ministry by growing in my personal relationship with Christ
- Support the leadership by praying for the Children’s and Youth staff, leaders, and specifically the children in my class
- Commit to volunteer training sessions and regular team meetings

Should my application be accepted, I agree to follow the policies of Laurel Ridge Church and to refrain from unbiblical conduct in the performance of my services on behalf of the church. I understand that the personal information will be held confidential by the Laurel Ridge Church staff.

I hereby authorize Laurel Ridge Church and/or its agents to make an independent investigation of my background, references, character, adult criminal or police records, and motor vehicle records including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my Application and/or obtaining other information which may be material to my qualifications for service now and, if applicable, during the tenure of my service with Laurel Ridge Church.

I release Laurel Ridge Church and its agents and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims or law suits in regards to the information obtained from any and all of the above referenced sources used. The following is my true and complete legal name and all information is true and correct to the best of my knowledge:

I understand that California law requires Laurel Ridge Church to give me a copy of any report that I request in writing by U.S. Mail within seven (7) days of the date the information was obtained (Section 1786.29).

Applicant’s Signature: _____ Date: _____