

Riverpark Bible Church Children's Ministry

Declaring God's Glory and the Authority of His Word

Thank you for considering serving in our Children's Ministries. We take our responsibility seriously in providing a safe, loving environment for our families. Every applicant wanting to work in nursery, preschool and children ministries must complete the following screening procedure:

- Complete the Application and Permission to Obtain a Background Check
- Read and sign the Children's Ministry Covenant
- Interview with the Director
- After applicants have been approved and assigned a ministry position, they will be asked to keep their ministry obligation and covenant.

Some of the questions are quite personal, but our purpose is to identify those who may statistically be a higher risk to our children. If you do not want to write these answers down, we can set up an appointment with an elder.

A national background check is run on all applicants 18 years and older, for paid and volunteer staff positions.

All information acquired is confidential and hard copies are kept locked up. The Director, staff person involved in the process, and possibly an elder will be screening all documents.

Final approval will come from the Children's Ministry Director.

Membership is required of our teachers and assistant teachers.

Thank you again for your cooperation in this process. We value and want to protect what God has charged us with. We look forward to serving with you in this high calling. Any questions or concerns, please do not hesitate to contact us.

For His Glory,

Sandy Parker
Children's Director
559 435-0190
sandy@riverpark.org

Riverpark Bible Church Volunteer Application

Name _____
Last First Middle

Home Phone _____ Cell Phone _____

E-mail Address _____

Spouse's Name _____ Parent's Name (if applicant is a minor) _____

Best time to be contacted _____ Preferred method of contact _____

Present church member

Please describe your relationship with Jesus Christ.

Position applying for: Teaching Assistant Teacher Helper 1:1 Disability Aide
 Small Group Leader Other (administration, organizing, etc.)

Which time(s) do you prefer and/or are you available to serve?

9:00 a.m. 10:30 a.m. Wed. p.m. Awana (Sept. -May) Summer

What age groups are you interested in working with? (you may check more than one)

Infants Toddlers Preschool Kindergarten

1st-3rd Grade 4th-6th Grade With My Child

Please describe previous experience, paid or volunteer, in this church or elsewhere, involving children.

Please describe any gifts, training, education, or other factors that would apply to your ministry to children.

What motivates you to become involved in ministry?

1. How long have you been attending Riverpark Bible Church? _____
2. If applicable, please list someone in leadership at Riverpark who knows you (i.e.: small group leader, Bible study leader, pastor, elder, staff, etc.)
3. Please list all churches you have regularly attended during the past five years and any paid or volunteer positions you have held at those churches.

Church	City	State	Yrs. Attended
1.			
2.			
3.			

4. Please list all employers from the past five years, beginning with the most recent.

Employer	Position	Dates of Employment
1.		
2.		
3.		

5. Please provide the name, phone number and email address for three references, including a former supervisor.

Name	Phone Number	Email Address
1.		
2.		
3.		

I certify that all information provided in this application is true and complete. I understand that any false information or omission may disqualify me from further consideration, and may result in my removal if discovered at a later date.

I have read and signed the Children's Ministry Covenant

Riverpark Bible Church and its agents have permission to contact my former churches and employers.

Signature _____ Date _____

Parent's Name (if applicant is a minor) _____

Confidential Information

The following questions are designed to help us provide a safe, loving, and secure environment for the volunteers and participants of our programs.

Answering "yes" to any of the following questions will **not** necessarily disqualify you for work ministry. An elder may talk with you in private, however, to see whether you need any pastoral assistance regarding the matter and to learn whether that issue has a bearing on your ability to work in ministry.

If you prefer not to answer any of these questions in writing, you may leave them blank, and an appropriate leader will talk with you personally and privately.

1. Have you ever been convicted of or pleaded guilty to a crime (other than minor traffic violations)?

No I would like to discuss this
Comments or Explanations

2. Have you ever been accused, arrested or convicted of child abuse or sexual abuse or been involved in any activities related to molesting or abusing children/youth?

No I would like to discuss this
Comments or Explanations

3. Have you deliberately and repeatedly viewed pornography in the past three years? (This includes reading, watching, listening to, or in any other way using pornographic material, including, but not limited to: books, magazines, television shows, movies, internet programs, or telephone services.)

No I would like to discuss this
Comments or Explanations

4. Many people have experienced abuse at the hands of others. Most of these people abhor such behavior and are especially alert and sensitive to the need to provide a safe and caring environment for minors. At the same time, residual effects may remain in some people's lives, including a hesitancy to report suspected child abuse. Although we will not ask you if you have ever been abused or molested while a minor, we want to offer pastoral assistance. Please make an appointment with any elder if you are concerned that a past experience of this nature may have a bearing on your ministry or if you need assistance in dealing with any after-effect.

I would like to discuss this

5. What moving violations are on your driving record? Please list and explain.

Riverpark Bible Church

Children's Ministry Covenant

I recognize that as a Christian it is both my privilege and my responsibility to be under the authority of God and His Word. I affirm and promise, God helping me, to abide by the following biblical principles as guideposts for my life and for my involvement in Children's Ministries at Riverpark Bible Church.

Spiritual Growth (2 Peter 1:5-11)

- To strive toward growth in faith and to fan the flames of my love for God and His Word; to "walk in a manner worthy of the calling" and thus be an example in "speech, conduct, in love, in faith, and in purity" to the children I lead (Ephesians 4:12; 1 Tim. 4:12)

Diligence

- To work diligently in my ministry, not looking for the praise of men but working only to please Jesus; knowing that "my labor is not in vain in the Lord" (1 Cor. 15:58) and that one day I will hear the words "well done good and faithful servant, enter into my rest" (Matt. 25:21)

Teamwork

- To resist envying the gifts of another or comparing myself to another, but rather to conscientiously use my gifts to enhance the ministry to children and to encourage my brothers and sisters in their labors for the kingdom knowing that we are all working toward the same end of glorifying God.
- To choose to judge another person's actions and words in the best possible light, knowing that we are all on the same team; to avoid causing dissension or discord, but rather to work toward making children's ministries a glory to God. If I disagree with a policy or decision, I will choose to either overlook it or to discuss it graciously with the person responsible for the policy or decision.
- If there should arise a conflict with another, to choose either to forgive and forget, or to confront according to the guidelines set forth in Matt. 18:15-17.
 - * To go to my brother alone in humility and love to reconcile our difference or to exhort my brother, always with the goal of reconciliation and gaining a brother.
 - * If the situation warrants further attention, to bring one or two others with me if my initial attempt is rebuffed.
 - * If the situation cannot be resolved, and it should be pursued further, I will then bring it to the attention of one of the pastors or elders of Riverpark Bible Church.
 - * If it is still not resolved, I will place the responsibility of further action in the hands of the pastors and elders of Riverpark Bible Church.

Maintain an "unhindered" environment (Luke 18:16, Matt. 18:5,6)

- To refrain from any inappropriate behavior and also avoid any appearance of evil
- To admonish or report inappropriate behavior

I have read and understand the "Policies and Definitions Regarding Inappropriate Behavior" and am willing to abide by them. I continue to embrace and joyfully resolve to work in harmony with my brothers and sisters to implement the vision of ministry to children and families as set forth by Riverpark Bible Church.

Signature _____ Date _____

Print Name _____

Covenant Scriptures

Spiritual Growth

- For this very reason, make every effort to supplement your faith¹ with virtue, and virtue with knowledge, and knowledge with self-control, and self-control with steadfastness, and steadfastness with godliness, and godliness with brotherly affection, and brotherly affection with love. For if these qualities are yours and are increasing, they keep you from being ineffective or unfruitful in the knowledge of our Lord Jesus Christ. For whoever lacks these qualities is so nearsighted that he is blind, having forgotten that he was cleansed from his former sins. Therefore, brothers, be all the more diligent to make your calling and election sure, for if you practice these qualities you will never fall. For in this way there will be richly provided for you an entrance into the eternal kingdom of our Lord and Savior Jesus Christ. (2 Peter 1:5-11)
- I therefore, a prisoner for the Lord, urge you to walk in a manner worthy of the calling to which you have been called (Ephesians 4:1)
- Let no one despise you for your youth, but set the believers an example in speech, in conduct, in love, in faith, in purity (1 Timothy 4:12)

Diligence

- Whatever you do, work heartily, as for the Lord and not for men, knowing that from the Lord you will receive the inheritance as your reward. (Colossians 3:23, 24)
- Therefore, my beloved brothers, be steadfast, immovable, always abounding in the work of the Lord, knowing that in the Lord¹ your labor is not in vain. (1 Corinthians 15:58)

Teamwork

- To each is given the manifestation of the Spirit for the common good. (1 Corinthians 12:7)
- Bear one another's burdens, and so fulfill the law of Christ. For if anyone thinks he is something, when he is nothing, he deceives himself. But let each one test his own work, and then his reason to boast will be in himself alone and not in his neighbor. For each will have to bear his own load. (Galatians 6:2-5)

Maintain an "unhindered" environment

- But Jesus called them to him, saying, "Let the children come to me, and do not hinder them, for to such belongs the kingdom of God. (Luke 18:16)
- Whoever receives one such child in my name receives me, but whoever causes one of these little ones who believe in me to sin, it would be better for him to have a great millstone fastened around his neck and to be drowned in the depth of the sea. (Matthew 18:5, 6)
- If your brother sins against you, go and tell him his fault, between you and him alone. If he listens to you, you have gained your brother. But if he does not listen, take one or two others along with you, that every charge may be established by the evidence of two or three witnesses. If he refuses to listen to them, tell it to the church. And if he refuses to listen even to the church, let him be to you as a Gentile and a tax collector. (Matthew 18:15-17)

Policies and Procedures Regarding Inappropriate Behavior

- I. To refrain from inappropriate behavior and also avoid the appearance of evil in relating to adults and youth.
- II. To admonish or report inappropriate behavior.
 - A. There are two problems that children or youth ministry workers should watch for:
 - i. Behavior by anyone in this church, especially a child or youth worker, that indicates that he or she may be inclined to abuse, molest, or otherwise harm any child
 - ii. Indications that a child under the care of this church is being abused, molested, neglected, or otherwise harmed, whether by someone in this church or outside this church.
 - B. Confronting and reporting inappropriate behavior by a child or youth ministry worker:
 - i. If you observe a children's ministry worker (or another member or attendee of the church) talking or acting in a manner that seems to be innocent but might appear to others to be inappropriate, you should privately admonish that person and encourage him or her to exercise greater care in words and actions (see Matt. 18:15).
 - ii. If you observe a child or youth ministry worker (or another member or attendee of the church) talking or acting in a manner that gives rise to a reasonable suspicion of improper involvement with a child, or of the potential for improper involvement with a child, you should promptly report your concern to the appropriate pastor who will look into the matter and take appropriate corrective measures.
 - iii. Inappropriate behaviors to watch for in adults working with children:
 1. Inappropriate comments about sexual matters, especially about or in the presence of minors.
 2. Use of pornography, including inclination toward sexually explicit television, movies, books, or magazines.
 3. Excessive and inappropriate attention to a particular child, especially if it involves an effort to be alone with the child.
- III. Reporting actual or suspected abuse or neglect of a child or youth:
 - A. No single indicator of abuse or neglect is necessarily cause for alarm, but it may be cause to observe a given person or situation more closely. When multiple indicators appear together, however, it is appropriate to discuss the situation with someone else in the church or, in urgent cases, to make an actual report to the civil authorities.
 - B. Indications of physical abuse: child reports injury by others; unexplained bruises, welts, lacerations, burns, fractures, abdominal injuries, or human bites; child is unusually wary of physical contact with adults, demonstrates extremes in behavior, or seems frightened of parents or caretaker.
 - C. Indications of sexual abuse: child reports abuse by others; has difficulty walking or sitting; torn, stained, or bloody underclothing; complaints of pain or itching in genital area; bruises or bleeding in external genitalia, vaginal or anal area; unusual interest in or knowledge of sexual matters; or other unusual and excessive behaviors inappropriate for a child of that age.
 - D. Reporting abuse can precipitate severe consequences to a family, so it should never be done casually or thoughtlessly, and certainly not for malicious purposes. At the same time, failing to report abuse can have severe consequences to a child at risk. Therefore, if you have reasonable cause to suspect abuse, you should talk with either the director in charge of the ministry or a pastor to see what steps could and should be taken to protect the child and help the family.