

# **Children's Ministry Worker Screening Policy**

## **Faith Evangelical Free Church**

### **PURPOSE OF THE POLICY**

Every applicant to work in nursery, children, youth and young adult ministries in the church must be familiar with this policy and satisfactorily complete our screening procedures. This policy is motivated by several concerns:

- 1. We believe that it will help us guard the honor, reputation, and name of our Lord Jesus Christ.**
- 2. Recognizing God's tender love and concern for children (see Luke 18:16), we want to do all that we can to protect our children, youth and young adults from any kind of mistreatment including physical or sexual abuse.**
- 3. Our church is not immune to the effects of sin, and it would be presumptuous for us to assume that this problem could never occur in our body. Therefore while we should strive to be as "innocent as doves" we must also be as "shrewd [prudent, sensible and practically wise] as serpents" (Matthew 10:16), especially with regard to the children God has placed under our care.**
- 4. We want to protect our volunteer workers from being suspected or falsely accused of wrongful behavior toward a minor.**
- 5. We want to protect our church from the scandal and trauma that an incident of abuse could bring upon our congregation.**

### **THE POLICY**

- All applicants desiring to work with minors must have completed applications for Children's Ministry (including the submission of references from people who are not relatives) on file in the church office.**
- All applicants are required to submit to a background check through local, state and national authorities.**
- All applicants will be interviewed by a qualified representative of the Children's Ministry Department.**
- After applicants have been approved and assigned a ministry position they will be asked to keep their ministry obligation and covenant.**



# APPLICATION FOR CHILDREN'S OR YOUTH MINISTRY VOLUNTEER

**CONFIDENTIAL:** This form is being used to help the church provide a safe and secure environment for those children and students who participate in our programs and use our facilities. This application is to be completed by all applicants for any volunteer position involving the supervision or custody of minors or those that may be vulnerable.

## GENERAL INFORMATION (PLEASE PRINT CLEARLY)

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Ministry(ies) applying for: \_\_\_\_\_

Name: \_\_\_\_\_  
LAST FIRST MI MAIDEN

Address: \_\_\_\_\_  
STREET CITY/STATE/ZIP

Cell #: ( ) \_\_\_\_\_ Home #: ( ) \_\_\_\_\_ Work #: ( ) \_\_\_\_\_

Marital Status:  Single  Engaged  Married  Widowed  Separated  Divorced

If married, spouse's name: \_\_\_\_\_ Do you have your own child(ren)?  Yes  No Ages: \_\_\_\_\_

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

## BACKGROUND INFORMATION

Do you regularly attend our Sunday Services?  Yes  No If yes, since when: Month: \_\_\_\_\_ Year: \_\_\_\_\_

Are you a member of FEFC?  Yes  No If yes, since when: Month: \_\_\_\_\_ Year: \_\_\_\_\_

At FEFC, we believe it is important for those working with minors to share their spiritual beliefs. Please write a paragraph telling us your understanding of how one becomes a Christian and where you are in this journey.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**For Office Use Only:**

|                                    |  |                                      |  |
|------------------------------------|--|--------------------------------------|--|
| FEFC Member                        | <input type="checkbox"/> Yes <input type="checkbox"/> No | Former church record satisfactory    | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Personal interview satisfactory    | <input type="checkbox"/> Yes <input type="checkbox"/> No | Application form satisfactory        | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Criminal record check satisfactory | <input type="checkbox"/> Yes <input type="checkbox"/> No | Personal references (3) satisfactory | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Approved for children/youth work by \_\_\_\_\_ on \_\_\_\_/\_\_\_\_/\_\_\_\_

I have chosen to work with children/youth at FEFC because...

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## REFERENCE INFORMATION

| Church (Last 10 years or last 3 churches) | City | State | Years Attended |
|---|------|-------|----------------|
|   |      |       |                |
|   |      |       |                |
|   |      |       |                |

Please list any volunteer or paid positions you have held in any church in the past five years:

| Position | Church Name and City | Supervisor | Approximate Dates Worked |
|----------|----------------------|------------|--------------------------|
|          |                      |            |                          |
|          |                      |            |                          |
|          |                      |            |                          |
|          |                      |            |                          |

Please list the names of three adults, **other than family members**, who have know you for at least 6 months and who have a definite knowledge of your character and ability to work with children.

| Name | City and State | Phone (if outside FEFC) |
|------|----------------|-------------------------|
|      |                |                         |
|      |                |                         |
|      |                |                         |

## REFERENCE INFORMATION (continued)

The following questions are designed to help us provide a safe and nurturing environment for the volunteers and children who participate in our programs.

Answering "yes" to any of the following questions will not necessarily disqualify you from working with minors. An elder or Pastor may talk with you in private about the particulars of any pertinent issues.

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 privately.

1. Have you ever been convicted of or pleaded guilty to a crime (other than minor traffic violations)?  
 Yes  No  I would like to discuss this • Comments or Explanations:
2. Have you ever touched a child in a sexual manner? (Do not include child-to-child contact that occurred more than ten years ago).  
 Yes  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 way using pornographic material such as books, magazines, television shows, movies, internet programs or telephone services.)  
 Yes  No  I would like to discuss this • Comments or Explanations
4. Are there any normal issues in your life (such as domestic violence, marital unfaithfulness, sexual relationships outside of marriage, places you frequent) that might disqualify you from serving in this ministry or compromise the integrity of Faith Evangelical Free Church?  
 Yes  No  I would like to discuss this • Comments or Explanations:
5. Do you have any health problems (such as communicable disease, emotional disorder, chemical dependency, and the like) that might affect your fitness for working with children or youth?  
 Yes  No  I would like to discuss this • Comments or Explanations:

TEACHERS ONLY: Have you read the attached FEFC Statement of Faith?

Yes  No  I would like to discuss this

TEACHERS ONLY: Do you agree that, as a teacher at FEFC, you will neither advocate or counsel beliefs or practices that are contrary to this Statement of Faith?

Yes  No  I would like to discuss this

I affirm that the information given on this application is correct to the best of my knowledge by applying my signature below.

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Applicant's signature

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Date

## Faith Evangelical Free 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 FEFC.

### Principle #1 Spiritual Growth (2 Peter 1:5-11)

- To strive toward growth in faith and to fan the flame of my love for God and His Word; to "wait 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 4:1; 1 Timothy 4:12).

### Principle #2 Diligence (Colossians 3:23-24)

- 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 Corinthians 15:58) and that one day I will hear the words "well done good and faithful servant, enter into my rest." (Matthew 25:21)

### Principle #3 Teamwork (1 Corinthians 12:7, Galatians 6:2-5)

- 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 FEFC Children's Ministry 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 or forget, or to confront according to the guidelines set forth in Matthew 18-15-17:
  1. 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.
  2. If the situation warrants further attention, to bring one or two others with me if my initial attempt is rebuffed.
  3. If the situation cannot be resolved, and it should be pursued further, I will then bring it to the attention of the Children's Ministry Coordinator.
  4. If it is not resolved, I will place the responsibility of further action in the hands of the Family Discipleship Department.

### Principle #4: Maintain an "unhindered" environment (Luke 18:16; Matthew 18:5-6)

- To refrain from inappropriate behavior and also avoid any appearance of evil in relating to adults, youth or children.
- To admonish or report inappropriate behavior.

I have read the "Policies and Definitions Regarding Inappropriate Behavior." I understand the policies and definitions outlined and I am willing to abide by them..

NAME \_\_\_\_\_

## STATEMENT OF FAITH

The Evangelical Free Church of America is an association of autonomous churches united around these theological convictions:

### GOD

1. We believe in one God, Creator of all things, holy, infinitely perfect, and eternally existing in a loving unity of three equally divine Persons; the Father, the Son and the Holy Spirit. Having limitless knowledge and sovereign power, God has graciously purposed from eternity to redeem a people for Himself and to make all things new for His own glory.

### THE BIBLE

2. We believe that God has spoken in the Scriptures, both Old and New Testaments, through the words of human authors. As the verbally inspired Word of God, the Bible is without error in the original writings, the complete revelation of His will for salvation, and the ultimate authority by which every realm of human knowledge and endeavor should be judged. Therefore, it is to be believed in all that it teaches, obeyed in all that it requires, and trusted in all that it promises.

### THE HUMAN CONDITION

3. We believe that God created Adam and Eve in His image, but they sinned when tempted by Satan. In union with Adam, human beings are sinners by nature and by choice, alienated from God, and under His wrath. Only through God's saving work in Jesus Christ can we be rescued, reconciled and renewed.

### JESUS CHRIST

4. We believe that Jesus Christ is God incarnate, fully God and fully man, one Person in two natures. Jesus—Israel's promised Messiah—was conceived through the Holy Spirit and born of the virgin Mary. He lived a sinless life, was crucified under Pontius Pilate, arose bodily from the dead, ascended into heaven and sits at the right hand of God the Father as our High Priest and Advocate.

### THE WORK OF CHRIST

5. We believe that Jesus Christ, as our representative and substitute, shed His blood on the cross as the perfect, all-sufficient sacrifice for our sins. His atoning death and victorious resurrection constitute the only ground for salvation.

### THE HOLY SPIRIT

6. We believe that the Holy Spirit, in all that He does, glorifies the Lord Jesus Christ. He convicts the world of its guilt. He regenerates sinners, and in Him they are baptized into union with Christ and adopted as heirs in the family of God. He also indwells, illuminates, guides, equips and empowers believers for Christ-like living and service.

### THE CHURCH

7. We believe that the true church comprises all who have been justified by God's grace through faith alone in Christ alone. They are united by the Holy Spirit in the body of Christ, of which He is the Head. The true church is manifest in local churches, whose membership should be composed only of believers. The Lord Jesus mandated two ordinances, baptism and the Lord's Supper, which visibly and tangibly express the gospel. Though they are not the means of salvation, when celebrated by the church in genuine faith, these ordinances confirm and nourish the believer.

### CHRISTIAN LIVING

8. We believe that God's justifying grace must not be separated from His sanctifying power and purpose. God commands us to love Him supremely and others sacrificially, and to live out our faith with care for one another, compassion toward the poor and justice for the oppressed. With God's Word, the Spirit's power, and fervent prayer in Christ's name, we are to combat the spiritual forces of evil. In obedience to Christ's commission, we are to make disciples among all people, always bearing witness to the gospel in word and deed.

### CHRIST'S RETURN

9. We believe in the personal, bodily and premillennial return of our Lord Jesus Christ. The coming of Christ, at a time known only to God, demands constant expectancy and, as our blessed hope, motivates the believer to godly living, sacrificial service and energetic mission.

### RESPONSE AND ETERNAL DESTINY

10. We believe that God commands everyone everywhere to believe the gospel by turning to Him in repentance and receiving the Lord Jesus Christ. We believe that God will raise the dead bodily and judge the world, assigning the unbeliever to condemnation and eternal conscious punishment and the believer to eternal blessedness and joy with the Lord in the new heaven and the new earth, to the praise of His glorious grace. Amen.