

# FUSION

## STUDENT MINISTRY

Thank you for expressing interest to minister to the students of Abundant Life Baptist Church. I count it such a blessing to be able to partner with other adults in order to combine our spiritual gifts and God-given talents to minister to teenagers!

In this packet, you will find lots of information about expectations we have of our youth staff- information for what you can expect from us along with an application that should be filled out and turned into the Core Welcome Desk.

At Fusion, we view student ministry as more than a place where teens come and have fun. We desire to create an environment where God's Truth can be fused into the heart and lives of teenagers with the end goal in mind that they will accept God's Truth, make it personal to their lives, and allow that Truth to transform them. The end result we seek to achieve is for every teen to discover and live out the transformed life detailed in Romans 12:1-2: "I beseech you therefore, brethren, by the mercies of God, that you present your bodies as a living sacrifice, holy, acceptable to God, which is your reasonable service. And do not be conformed to this world, but be transformed by the renewing of your mind that you may prove what is that good and acceptable and perfect will of God." In order for this goal to be attained, we will be introducing the only true change agent that exists God's Word, which we know "is living and powerful, and sharper than any two-edged sword, piercing even to the division of soul and spirit, and joints and marrow, and is a discerner of the thoughts and intents of the heart." (Hebrews 4:12) Once the heart and life of a teen is fused with the Truth of God's Word, the transformed life is the natural result.

Truth can be fused into the heart and lives of teenagers with the end goal in mind they will accept God's Truth, make it personal to their lives and allow that Truth to transform them. When that transformation takes place, we hope to see our teens share that same life altering Truth with their friends.

Thus, it is vital to have adult leaders to help us reach this generation of teens in Lee's Summit, MO. We have many ministry opportunities available for adults who have a passion for teens. So, as you look through and fill out this application, I ask you would do so prayerfully, asking God if and how your gifts can be best used in the student ministry of ALBC.

Thanks again!

Fusion Student Ministries

## **Job Description for Café (2 Hours Weekly)**

Those serving in the café serve a huge purpose in the student ministry. Almost every student who walks into the building will at some point come up to the café to buy something. This means that perhaps more than anyone, the adults working the café are going to have the most contact with the greatest amount of students.

For this reason, we have assigned the following things as a description of duties for the adults who commit to serve in the café:

Arrive at the Core 30 minutes prior to the event/service ensuring that everything is:

- Stocked
- Things that are to be precooked are cooked and packaged
  - o Cookies
  - o Pizzas
- Money box is in the Café

Once students show up:

- Remember everything we do is about building relationships with students...so do your best to build a relationship with a student in the few seconds they are in front of you.

After students leave:

- Clean up café
- Turn money in
- Restock items & write down out of stock items

## **Floater (2 Hours Weekly)**

The main responsibility for a floater is to build relationships with students throughout the building. Floaters are there to supervise activity inside and outside the building and are supposed to put a stop to misconduct and help teens feel welcome. We prefer floaters chaperone the main lobby/lounge, parking lot, and patio area.

## **Welcome Team**

We want the welcome team to be stationed outside throughout the main entry and by the drop off spot. The welcome team is there to greet students when the parent drops them off and to assure the parent that their teen will be safe while under our watch and answer any questions parents may have regarding the student ministry.

## **Small Group Leader (2-3 Hours Weekly)**

**As we grow bigger, we want to grow smaller!**

As a small group leader, you are going to play a monumental roll in shepherding a group of students through their life as a teenager. You will become a huge source of encouragement, a source for biblical teaching, and the hands and feet of God to a specific set of teens! As a student ministry, we are incredibly excited to add this as a primary function in our programming model! As our student ministry grows numerically, we will grow smaller within groups to encourage deeper relationships with God and greater sources of accountability and encouragement from their friends.

Each small group will be divided into a manageable amount of students (somewhere between 8-14 teens) that will have two adult leaders responsible for that group. Part of your responsibility as a small group leader is to take time to be studied up on your lesson (which will be driven by a curriculum provided to you) and be ready to present it effectively to your group. The more prepared you are before your meeting time, the more successful you will be at handling the chaos that is common to teen spirituality. If you are prayed up, prepared, and energetic then your small group meeting will be given a greater chance for success.

An additional responsibility for a small group leader will be to communicate with the parents/teens of your group. The Youth Pastor will remain the primary source of information to the parents about things regarding the student ministry as a whole, but you will be requested to keep parents apprised of the progress and happenings within your small group.

Most importantly, we want you to spend time investing into the teens in your group so that you can establish meaningful relationships! This is by far the most significant factor that has driven us to adding this to the programming model. No group is perfect and not every teen is going to love you, but we are asking you to establish Godly and beneficial relationships that will point teens to Jesus.

## Welcome Desk (2 Hours Weekly)

The Welcome Desk is a vital element that makes what takes place in The Core possible. Those who serve on this team will be fulfilling a more behind the scenes, administrative type need that the student ministry has.

Essentially, the Welcome Desk is the brains of the operation when it comes to all of the information, media and video for the whole building. It is essential the person who fills this position is fairly computer savvy. Here are some of the things that will be going on at the Welcome Desk:

- **Youth Assistant** – This is our database software that, among other things, tracks attendance. Each worker at the Welcome Desk will be trained to use this software in order to help fulfill our needs in tracking attendance and entering data for new visitors.
- **Media** – The Welcome Desk is the central power source for all media that takes place in the lobby/lounge of the building. Everything from the songs that the kids hear, to the video games that they play, to the video on the projector is all controlled from this area.

Those who serve in this capacity will have a few different responsibilities:

- Each time the doors are open, it will be the responsibility of those serving at the Welcome Desk to turn on the TV's, video game systems, projector and sound system so they are up and running at least 30 minutes before services start.
- When a new visitor comes, instructions will be given to visit the Welcome Desk to complete a visitor card. Once the card is checked and complete, each new visitor will be given a voucher for a free candy bar from the café and on a second visit, the Welcome Desk team will snap a picture and get a thumbprint into the system. When the service starts, someone on this team will need to provide a list of the names of the first time guests to the Youth Pastor so he can recognize them during the service. While the service is going on, it will be the responsibility of those at the Welcome Desk to enter the data for each new visitor into the computer.
- The attendance list from Sunday morning needs to be entered in Youth Assistant.
- Birthday cards for the teens need to be addressed.
- Enter the visitor cards and for each card, envelopes addressed to go with them.
- Maps for each card need to be printed for the Launch visits on Monday nights.
- Filing of the visitor cards once teen has been visited.
- Filing of the waivers in notebooks for any events.
- Enter teen's names for the events taking place in Youth Assistant.

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STUDENT MINISTRY



# STUDENT MINISTRY

## ADULT VOLUNTEER APPLICATION

Thank you for taking the time to share with us about you. We want you to know that the following information will be confidential and only shared with appropriate pastoral staff we deem necessary.

### General Information

Name \_\_\_\_\_ Date \_\_\_\_\_

Email \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

DOB \_\_\_\_\_ Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_

Occupation \_\_\_\_\_ Employer \_\_\_\_\_

Work:  Part Time  Full Time  Student

Marital Status:  Single  Married  Divorced

Wedding Anniversary \_\_\_\_\_

Spouse's Name \_\_\_\_\_

Are you a member of Abundant Life Baptist Church?  Yes  No

Have you completed, or are currently involved in, Discipleship 1?  Yes  No

### Education

High School \_\_\_\_\_ Year Graduated \_\_\_\_\_

College \_\_\_\_\_ Year Graduated \_\_\_\_\_

Degree \_\_\_\_\_

### Personal

Please write a brief testimony about how and when you became a Christian...

How would you describe your spiritual walk now?

What accountability to your spiritual walk have you built into your life?

What people or experiences have been most significant in your growth as a Christian?

What do you do when you have conflict with someone? How do you handle confrontation?

Are there any special issues or concerns happening in your life right now that would have an impact on your commitment and involvement in the student ministry?(Relationships, other commitments, etc.)

## Legal/Lifestyle Concerns

In caring for students, we believe it is our responsibility to seek an adult staff is able to provide healthy, safe, and loving relationships. Any special concerns can be discussed individually with the pastoral staff.

Are you using illegal drugs?  Yes  No

Have you ever gone through treatment for alcohol or drug use?

Yes  No

If yes, please describe:

Do you have any habits that would impact your commitment or involvement in the student ministry?

Based upon Scripture, what do you feel is God's stance on drinking alcohol or using drugs?

Have you ever been arrested and/or convicted of a crime?

Yes  No

If yes, please describe:

Have you had any sexual relations with any minor after you became an adult?  Yes  No

Have you ever been accused or convicted of any form of child abuse?  Yes  No

If yes, please describe:

Are you agreeable to having a background check to be done for State and National Criminal Conviction Clearing?  
 Yes  No

## **Ministry**

What other ministries have you been involved in and reasons for ending that ministry?

Have you ever been in a student ministry before as either a student or adult leader? Describe your impressions of the experience . . .

What spiritual gifts do you feel you have and how would you like to use them in the student ministry?

Do you have any special skills that could be helpful to the student ministry? (drama, music, sports, etc.)

Why do you want to work in the student ministry?

What are some of your expectations of the youth staff?

## Serving Opportunities

### Are you interested in working with?

- Middle School (7<sup>th</sup> & 8<sup>th</sup> grades)
- High School (9<sup>th</sup>-12<sup>th</sup> grades)

### Sunday Mornings

- Are you interested in helping with Sunday morning Community Groups at 9:30 am?

### Wednesday Nights

- Are you interested in serving on Wednesday evenings?

### Weekly Bible Studies

- Discipleship Leader
- Small Group Bible Study Teacher
- Small Group Leader

### Special Events

- Shuttle Driver
- Chaperone

### What resources would you be willing to make available to us?

- Home
- Vehicle
- Boat
- Pool

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The information contained in this application is correct to the best of my knowledge. I, undersigned, give my authorization to Abundant Life Baptist Church or its representatives to release any and all records or information relating to working with minors. The church may contact my references and appropriate government agencies as deemed necessary in order to verify my suitability as a youth worker.

I understand that the personal information will be held confidential by the professional church staff.

Signature \_\_\_\_\_ Date \_\_\_\_\_



# BACKGROUND CHECK FOR VOLUNTEERS

Along with your enrollment sheet for volunteering, we will run a LexisNexis background screening.

By your signing below, you hereby authorize us to obtain a background screening to consider you for a volunteer position at Abundant Life Baptist Church.

Name \_\_\_\_\_

Other Names Used (Maiden) \_\_\_\_\_

Address \_\_\_\_\_

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

Home phone \_\_\_\_\_ Work \_\_\_\_\_

Social Security Number \_\_\_\_\_

Driver's License Number \_\_\_\_\_ State Issued \_\_\_\_\_

Name as appears on Driver's License \_\_\_\_\_

Date of Birth \_\_\_\_\_

**NOTE:** Date of Birth information is used **ONLY** by LexisNexis Screening Solutions for verification of identity and is not used for any purpose by Abundant Life Baptist Church.

Volunteer's Signature \_\_\_\_\_ Date \_\_\_\_\_



# VOLUNTEER MINISTRY REFERENCE

\_\_\_\_\_ is applying to become a volunteer youth worker with the student ministry at Abundant Life Baptist Church and has given your name as a personal reference.

This staff position is in close contact with students and we want to ensure that these relationships are healthy. Please complete the form below and use the enclosed envelope to send us your evaluation of this person's character and integrity. Your response will remain confidential.

1. Describe your relationship with this person.

2. How long have you known this person?

For questions 3-10, rate the applicant using this scale:

1 - Low    2 - Below average    3 - Average    4 - Very Good    5 - Excellent

How would you rate his/her ability at the following?

3. Involvement in peer relationships \_\_\_\_\_

4. Emotional maturity \_\_\_\_\_

5. Resolving conflict \_\_\_\_\_

6. Following through with commitments \_\_\_\_\_

7. Ability to relate to students \_\_\_\_\_

8. Spiritual maturity \_\_\_\_\_

9. Ability to be a team player \_\_\_\_\_

10. Willing to learn new things \_\_\_\_\_

11. What are this applicant's greatest strengths?

12. Do you have any concerns regarding this person working with students?

Thank you for taking the time to fill this out. If you have any questions regarding this reference, please contact Pastor Lance Harrington at (816) 554-8181 or at lharrington@abundantlifebaptist.com or Pastor Jernigan Schwent at (816) 554-8181 or at jschwent@abundantlifebaptist.com.

Reference Name \_\_\_\_\_ Date \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

# Student Ministry Code of Conduct

**This code of conduct is in effect for all teens that attend the various programs of ALBC Student Ministries. These are the minimum behaviors expected of all teens. Student Leaders and Youth Staff are held to a higher standard than these policies. These policies have been designed with the sole purpose to help create a positive and safe environment for everyone.**

1. No use of any drugs, including tobacco and alcohol.
2. No inappropriate affection/sexual behavior. No body contact!
3. The purpose of our youth meetings is to glorify God and not draw attention to ourselves. Dress modestly. (No spaghetti straps, no strapless shirts or dresses, no halter tops, no belly shirts, no undergarments showing, skirts and shorts must hang as low as mid to lower thigh)
4. No disruptive behavior or profanity of any kind.
5. When at a youth activity, teens are expected to stay with the youth (No wandering off).
6. Teens will not be allowed to drive to any out of town events, unless they are 18 years of age and approved by parents and youth pastor. They must carpool with an adult driver. All drivers must be 21 years and older for our church insurance policy.
7. Seatbelts must be worn at all times, by everyone, including back seat passengers.
8. Teens are not allowed to drive other teen's home (even in town) unless a parent gives permission to a youth staffer to allow it. The only exception is if a teen was brought to the event by another teen with parent's permission. In other words, go home with who brought you unless you have permission.
9. If a teen pays a fee or deposit for an activity, and then cancels, the fee or deposit may be forfeited.
- 10. Once a teen is at an event, he or she must stay for the entire event and on the grounds where the event is being held unless picked up by the parents.**
11. We will be accepting of all teens regardless of where they are on their spiritual journey.
12. While in the care of Youth Staff, teens will be required to follow any direction or instruction given (so long as the instruction is not illegal, immoral, or unethical). If you have an issue with the request made, you have the right to discuss it with the Youth Staffer who made the request, the Student Pastor, or Senior Pastor.
13. No gossiping about other teens or family members.
14. No weapons, this includes, but not limited to Guns and Knives.
15. If a teen creates a situation that causes repeated disruption to the group, or repeatedly chooses not to abide by the above policies, a decision may be made to prevent that teen from attending ministry functions for a predetermined amount of time or permanently. This decision can only be made after discussion with the student ministry leadership team and the parents. Matthew 18:15-17 will be followed.
16. If a teen has an issue with any of the items listed in this code of conduct, the teen has the right to discuss it with a Student Pastor.
17. If any above described policy is not followed, the Youth Staff or Student Pastor has the right to remove a teen from the activity. If the activity involved a fee or an admission, no refund will be given.

# Leadership Requirements

**All youth staff members will abide by these policies regarding teen behavior (found on a separate document “Student Ministry Code of Conduct”), and will enforce those policies when teens are in their care. In addition, all youth staff are subject to the following:**

1. All Youth Staff must have had a salvation experience and be able to give testimony to that fact.
2. All Youth Staff must be a member of the Abundant Life Baptist Church and be active in worship & church life.
3. All Youth Staff must have an ongoing, growing walk with Jesus.
4. No Youth Leader will be engaged in immoral or ungodly behavior that would disqualify him or her from a leadership role.
5. All Youth Staff should strive to live a life that is above reproach. This includes total abstinence from alcohol, tobacco, drugs and gambling. Youth Staff will also avoid ungodly physical relationships with members of the opposite sex.
6. All Youth Staff will be accountable to the Youth Pastor and Senior Pastor in matters that relate to and affect student ministry.
7. All Youth Staff are also accountable to parents in matters relating to a specific teenager. Parents have a right to know details and reasons for our activities and teachings.
8. All Youth Staff will be open and honest with teenager’s parents. The Leader will strive to minister to the whole family. In matters where a Youth Staff member may disagree with a parent, the parent’s right supersedes any opinions of the Youth Staffer.
9. All Youth Staff will keep matters of a sensitive nature confidential, regardless of the source. An exception may occur when the Leader believes that the information should be shared with the Youth Pastor. In no case should the Leader discuss the matter with another youth. There may be also cases where a parent should be informed. Generally, this would involve a teen engaging in or threatening to engage in, behavior that could be detrimental to their physical, psychological, or emotional well being. The Student Pastor should be consulted first in these cases.
10. No member of the Youth Staff should be alone (one on one) with a teenager of the opposite sex. Some exceptions may occur, but only when the Youth Pastor or a parent has been notified.
11. If a member of the Youth Staff is supervising a trip of any kind, or is in charge of a teen or group of teens, the Leader should never leave the teen or group alone without supervision. Parents should be notified of who the teens will be with, where they are going, what they will be doing, and departure and arrival times. These are best communicated in writing ahead of time to all parents.
12. All Youth Staff will strive to implement the Student Ministry Purpose Statement and will relate all teachings and activities to it.
13. Failure to abide by these policies will result in disciplinary action, and if necessary, temporary removal from the leadership team. Matthew 18:15-17 will be followed.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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