

Community of Grace Presbyterian Church
Children and Youth Ministry
Volunteer Letter

Dear Volunteer,

Thank you for your desire to serve God, and our children and youth, in volunteer ministry.

As part of honoring God, Community of Grace is committed to providing a safe, secure and healthy environment for children, youth and volunteers. Enclosed you will find three forms essential for volunteering with children or youth:

Volunteer Information Form
Ethical Behavior Background History
Authorization/Consent for Background Check Form.

These forms will cover a three year period unless a more frequent schedule is required by our insurance company and/or Session.

Please fill out and return the forms promptly, (within a week of receiving them). You may place the forms in the **Children/Youth Forms mailbox** located at the welcome center or give them to the Area Leader, or Pastor. All volunteers must have their forms returned within 45 days to continue leading children or youth. When the background check report is completed children's leaders will receive a personalized "leader" nametag on a lanyard. *Please wear this anytime you are leading children in ministry.* This will help parents and others know your position with the children. (Hooks will be provided for you to store these at church.)

In the office workroom you will find a notebook with "Policy and Procedures Regarding Ethical Behavior". This handout outlines definitions of sexual misconduct, reporting requirements, and investigative steps following complaints. You are encouraged to review these policies as part of volunteering at Community of Grace.

If you have any questions or concerns about your volunteer role at Community of Grace, or the forms themselves, please contact the leader of your ministry, the Area Leader, or the Pastor.

Thank you for being a part of the mission of Community of Grace. You are a vital tool for God as you help build confident followers of Jesus Christ who love God, neighbor and self.

Peace and Joy in the Lord,