

Application for Children/Youth Worker

Emmanuel Baptist Church

Confidential

This application is to be completed by all applicants for any position (volunteer or compensated) involving the supervision or custody of minors. This is not an employment application form. Persons seeking a position in the church as a paid employee will be required to complete additional applications. This application is being used to help the church provide a safe and secure environment for those children and youth who participate in our programs and use our facilities.

PERSONAL

Name _____ Date _____
your identity must be confirmed with a state driver's license or other photographic identification

Present Address _____ Home Phone _____

Your daytime phone if different from home _____ Your birthdate _____

What type of children/youth work do you prefer? _____

On what date would you be available? _____ Length of commitment _____

Have you ever been convicted of, pled guilty or no contest to a crime other than a minor traffic violation, or are you now under charges for any criminal offense?

Yes

No

Please explain if you answered yes:

Do you have a current driver's license: Yes
No

Please list your current driver's license number : _____ Expiration Date _____
State of issue _____ Type of license _____ Restrictions? _____

Have you ever been convicted of a traffic offense or moving violation? Yes
No

Please explain if you answered yes, and describe all convictions in the past five years:

CHURCH ACTIVITY:

Name of church of which you are a member: _____

List name and addresses of other churches you have attended regularly during the past five years:

List all previous church work involving preschoolers, children, or youth. (Identify the church and type of work):

List all previous non-church work involving youth (list each organization's name and address, type of work performed, and dates):

List any gifts, callings, training, education, or other factors which have prepared you for children/youth work, including professional license or certification:

PERSONAL REFERENCES

List two personal references within our church who are well acquainted with you. Do not list relatives.

Name: _____

Name: _____

Address _____

Address _____

Telephone Number _____

Telephone Number _____

APPLICANT'S STATEMENT

The information contained in this application is correct to the best of my knowledge. I authorize any references or churches listed in this application to give you any information (including opinions) that they may have in regard to my character and/or fitness for children or youth work. I release all such references from any liability for furnishing such evaluations to you, provided that they do so in good faith and without malice. I waive any right that I may have to inspect references on my behalf.

Should my application be accepted, I agree to be bound by the by-laws and policies of Emmanuel Baptist Church, and to refrain from unscriptural conduct in the performance of my services on behalf of the church.

APPLICANT'S SIGNATURE: _____ DATE: _____

WITNESS _____

INTERVIEWED (IF NECESSARY) BY _____

Department Director

EMMANUEL BAPTIST CHURCH CHILDHOOD AND YOUTH MINISTRIES

Policy and Guidelines regarding Child Care

Child abuse is a nationwide issue. Many organizations working with children and youth are coming under increasing scrutiny. Our goal at Emmanuel Baptist Church is to be a witness to the world of Godly living — therefore, we must be sensitive, informed, and working to avoid potential problems.

Our commitment to Christ demands extremely high standards in this crucial area of concern. We must be careful and alert in order to avoid any appearance of wrong. Nor do we want to give opportunity for even a hint, rumor, or accusation of wrong. All workers, volunteers, and staff members **MUST** be very cautious in order to avoid doing anything that could be interpreted as sexual, emotional or physical abuse.

The policies presented here apply to ANY PERSON WHO PERFORMS ANY KIND OF WORK AT EMMANUEL BAPTIST CHURCH — WHETHER PAID, VOLUNTEER, PART- OR FULL-TIME — WITH EITHER CHILDREN OR YOUTH.

Sexual abuse is defined as “Any sexual exploitation of children under the age of eighteen by an adult or another child four years older than the victim *even* if the child seems to consent to the sexual activity.” Sexual abuse includes behaviors that involve both touching and non-touching aspects.

Touching offenses include but are not limited to

- Fondling
- Oral, genital or anal stimulation/penetration
- Intercourse
- Forcible Rape
- Incest
- Assault

Non-Touching Offenses include but are not limited to

- Verbal Comments
- Pornographic videos
- Obscene phone calls
- Exhibitionism
- Indecent exposure
- Allowing children to witness sexual activity

According to some, even hugging can be interpreted as sexual abuse. Therefore, the official policy of Emmanuel Baptist Church is that a hug is acceptable but prolonged hugging is not. **A hug is a single act of five seconds or less.** Hugging or embracing a child or youth for longer periods is unacceptable. In practical terms, this means no sitting at campfire service or any other time with a child or youth on your lap or your arm around them. It also means that children are not to be picked up or swung around.

At camps and retreats the following counselor/camper, staff/camper, or staff/staff interaction is **NOT ACCEPTABLE**.

- 1 Counselor in secluded or private location **ALONE** with camper of either sex.
- 2 Multiple counselors in secluded or private location with campers of the opposite sex. General counseling duties should be done with campers of the same sex, and then not in a completely secluded or private location. It is understood that serious personal counseling demands a certain amount of privacy to protect the camper’s right to confidentiality, but this must be balanced with a counselor’s right not to be in a situation which could result in false accusations.

In a camp setting, physical abuse is most likely to occur when a counselor is disciplining a rebellious or unruly camper. Anything done while disciplining a child or youth to inflict pain could be considered child abuse. **NO HITTING, SLAPPING, SPANKING, SHAKING, SQUEEZING OR ANY OTHER ACTIVITY WHICH COULD BE CONSIDERED AS PHYSICALLY ABUSIVE EITHER INDIVIDUALLY OR AS A GROUP IS PERMITTED.**

Emotional and psychological abuse is also unacceptable. This includes screaming, derogatory remarks, extended lecturing on bad behavior, or forcing a child or youth to do something which he or she is emotionally or physically incapable of doing. Any other action which is emotionally or psychologically abusive is not permitted. Any actions you observe that are not acceptable behavior according to the above guidelines should be reported immediately to the person in charge.

While your personal opinion may differ from the above guidelines, you agree that as a representative of Emmanuel Baptist Church you will abide by these guidelines. Failure to comply will result in your dismissal as teacher, counselor, or other worker with children or youth.

I HAVE CAREFULLY READ THIS POLICY AND KNOW ITS CONTENTS AND AGREE TO ABIDE BY THE CONTENTS THEREOF AS MY OWN FREE ACT.

Signature _____ Date _____

You may use this area to fully explain any answers that require explanation.

Record of Contact with a Reference or Church Identified by Applicant

Reference or church contacted (if a church, identify both church and person or minister contacted):

Date and time of contact: _____

Person contacting the reference or church: _____

Method of contact (telephone, letter, personal conversation): _____

Summary of conversation (summarize the remarks concerning the applicant's fitness and suitability for youth or children's work):

Legible signature: _____ Position: _____

Date: _____