



CLF Probationary Community Service Policy for Service in Children's Ministries

Purpose of this policy:

1. CLF church has been recognized as a place where individuals can grow spiritually as well as find accountability.
2. At CLF, we want to not only accommodate the needs of individuals, but assist them in making lifestyle changes which will facilitate continued spiritual development.
3. Any individuals ministering to children at CLF must adhere to specific ministry expectations, since volunteers are looked upon as role-models by the children they serve.

Requirements for completion of probationary community service:

1. Complete the "Volunteer Application", including the completion of a federal criminal background check. Each individual applying for community service will be evaluated individually based on their convicted offenses as to their ability to their ability to serve with minors. *Note – Convicted sexual offenders are automatically disqualified from ever serving in any ministry position with children or youth. No exceptions.
2. Meet with the children's pastor to review & discuss the following: completed volunteer application, probationary community service policy, job description(s) for proposed ministry opportunities.
3. Sign & date the "Probationary Community Service Contract".
4. Meet with the children's pastor & supervising teacher prior to beginning service. At this meeting, the individual will explain to the supervising teacher the purpose for the service requirement & follow the contract for completion.
5. Meet again with the children's pastor & supervising teacher at the mid-point of the service commitment to evaluate progress and address any concerns.
6. Meet again with the children's pastor & supervising teacher at the conclusion of the ministry commitment prior to finalizing any paperwork deeming the completion of community service.
7. Follow all expectations for serving in a children's ministry opportunity, as listed below under "expectations for serving".

Expectations for serving:

1. Make the same commitment to serving as any other volunteer serving in that role (ie: if as an asst. teacher, making a 9 month commitment)
2. Regularly attend weekend worship services at CLF (ie: attend at least 3 weekends per month. This commitment is in addition to the ministry service commitment)
3. Dress in presentable attire (ie: clean clothing, free from any profanity or reference to drugs, alcohol, beer, etc.)
4. Arrive at least 15 minutes prior to the beginning of the class in which you are serving in & be prepared for any assigned ministry responsibilities.
5. You must be free from any influence of alcohol, drugs, and be free from cigarette smoke.
6. If unable to fulfill a ministry commitment, you must call your supervising teacher as soon as possible to notify him/her and make necessary arrangements. **Only 3 excused absences are allowed within a 9 month commitment** (ie: 1 excused absence for every 3 months)
7. No unexcused absences are allowed. You must call to notify the supervising teacher to excuse an absence.
8. You must live a life seeking to honor God, demonstrated through words & actions. This includes:
 - a. Not smoking (or striving to quit)
 - b. Not drinking alcohol
 - c. Not using any illegal drugs
 - d. Refraining from any other promiscuous behavior



Probationary Community Service Contract

Applicant's Information			
Name		Birthday	
Address		Age	
City, State		ZIP	
Phone			
Email			
Please describe why you need to complete probationary community service.			
Why do you want to complete your probationary community service at CLF?			

By signing this contract, you indicate that you've read the probationary community service policy and agree to abide by it.

Signature		Date	
Supervising Teacher's Signature		Date	
Children's Pastor's Signature		Date	