

Junior Volunteer Key Information

A junior volunteer is a youth under the age of 16 who loves Jesus, loves others, and wants to serve within our church community through HBBC Ministries. They have demonstrated an ability to listen and follow directions and can assist adult leaders in achieving the goals of church ministries.

Key points for working with vulnerable people

These key points are written to protect both the vulnerable in our church, and you as a leader from situations where your integrity or actions might be questioned. A vulnerable person is someone under the age of 18, or over the age of 18 who is or may be unable to take care of themselves or is unable to protect themselves against harm or from those who would take advantage of them due to age, illness, trauma or disability, or any other reason. These points will be discussed with you by your team leader.

Golden Rules

- Always ensure you are not alone with a child or person of the opposite sex away from the presence of other adults.
- Always ensure physical contact with a child is appropriate.
- Always seek permission from your ministry leader before taking photos of anyone, and only use a church device.

Other things to consider:

- Do not be on your phone while serving. We need to be present to ensure effective delivery of our ministries
- Interact with those you are serving, not just other Junior Leaders or your friends
- Do not leave the ministry area for the duration of your rostered hours (can affect supervision ratios if applicable)
- Children are watching your every move. Act appropriately as they will imitate you (be safe, consider your words, look enthusiastic)
- Wear your nametag (if applicable)

Commitment

- We ask that you be here each time you are rostered. We understand that you have other things going on in your life, so please let us know if you can't make it (we may need to replace you). Contact the ministry leader if you are going to be away
- Arrive 15 minutes early (unless requested otherwise)
- We ask that you are present for the whole ministry timeframe
- Attend occasional training sessions when required
- Attend/Complete our annual Work Health and Safety/Safe Church Strategy Training where required