



Calvary Chapel of Waco

## Children's Ministry Application

The following questions are designed to give us information to assist us in determining your suitability for placement as a Children's Ministry Teacher or Helper. We are not looking for professionals nor even the experienced; we are looking for those with hearts committed to our Lord Jesus Christ. Please read the "Ministry Expectations" of Children's Ministry - Teachers/Helpers and pray hard before proceeding.

### ***Personal Data***

Name \_\_\_\_\_  Male  Female

Address \_\_\_\_\_ Age \_\_\_\_\_ Birth date \_\_\_\_\_

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

E-mail Address \_\_\_\_\_

Phone \_\_\_\_\_ Work \_\_\_\_\_ May we call at work?  Yes  No

Place of Employment \_\_\_\_\_

Type of work \_\_\_\_\_

Marital Status \_\_\_\_\_ Spouse's Name \_\_\_\_\_

Names and ages of children  
\_\_\_\_\_  
\_\_\_\_\_

### ***Children's Ministry Data:***

I am interested in (check all that apply):		
<input type="checkbox"/> Teacher	<input type="checkbox"/> Nursery	<input type="checkbox"/> 4 <sup>th</sup> – 5 <sup>th</sup> Grade
<input type="checkbox"/> Helper	<input type="checkbox"/> Toddler	<input type="checkbox"/> Sunday Morning Service
<input type="checkbox"/> Other Position: _____	<input type="checkbox"/> PreK – 1st <input type="checkbox"/> 2 <sup>nd</sup> – 3 <sup>rd</sup> Grade	<input type="checkbox"/> Wednesday Evening

Why do you desire to serve in the Children's Ministry?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you have experience in ministering to children at a Calvary Chapel or other Protestant church?  
\_\_\_\_\_

Other experience ministering to children?  
\_\_\_\_\_  
\_\_\_\_\_

1 See page 6 below

Do you have any special talents or abilities that you would like to share with God's children?

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Hobbies & Interests

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**Spiritual Data**

Briefly give your testimony. How and when did you come to know Jesus as your Savior?

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How do you know that you, personally, are saved?

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Describe your spiritual walk at the present time:

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Are you a member of Calvary Chapel of Waco?  Yes  No

Do you agree with our "Statement of Faith"?  Yes  No

How long have you been attending Calvary Chapel of Waco? \_\_\_\_\_

What services/studies are you presently attending at Calvary Chapel of Waco?

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Where did you attend before Calvary Chapel of Waco?

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Do you have membership in any other Christian fellowships, social or humanitarian organizations?

Yes  No

If so, what? \_\_\_\_\_

**Doctrinal**

It is important to us that those teaching our children would be in harmony with us on basic doctrinal issues.

**True or false (circle one)**

1. A child under the age of 12 is too young to understand the Bible.	True	False
2. Jesus Christ is fully God and fully human.	True	False
3. The Holy Spirit is an impersonal force. It is not God. It is not a person.	True	False
4. When someone is sick, it is because they have either sinned, or because they lack faith.	True	False
5. The Book of Mormon is another testimony of Jesus Christ.	True	False
6. A person must believe in the resurrection of Jesus from the dead in order to be saved.	True	False
7. God exists in three persons, the Father, the Son, and the Holy Spirit.	True	False
8. A person must be baptized in water in order to be saved.	True	False
9. The Scriptures (Genesis through Revelation) are inspired of God and infallible.	True	False
10. Jesus isn't really coming again personally, but only as we remember Him in our hearts.	True	False
11. As long as you have enough faith, you will be healed.	True	False
12. A five year old child is too young to understand salvation.	True	False
13. You have not been filled with the Holy Spirit unless you speak with tongues.	True	False
14. Jesus never claimed to be God, but was a good, moral teacher.	True	False
15. Repentance is necessary for salvation.	True	False

Do you disagree with any of the teachings of Calvary Chapel of Waco? If so, which and why?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How would you explain salvation to a child?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**References**

Is there a pastor or elder at Calvary Chapel of Waco who knows you?

\_\_\_\_\_

Please give us two references whom we may contact:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

The information contained in this application is correct to the best of my knowledge. I authorize any references listed in this application to give you any information that they may have regarding my character and fitness for Children's Ministry. In consideration of the receipt and evaluation of this application by Calvary Chapel of Waco, I hereby release any individual, church, youth organization, charity, employer, reference, or any other person or organization, including record custodians, both collectively and individually, from any and all damages of whatever kind or nature that may at any time result to me, my heirs, or family, because of compliance or any attempts to comply, with this organization. I waive any right that I may have to inspect any information provided about me by any person or organization identified by me in this application.

I understand the responsibilities and all guidelines that pertain to the duties of a Children's Ministry Teacher/Helper and agree to uphold them.

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

Office use only:  
Date Interviewed \_\_\_\_\_ Interviewer \_\_\_\_\_  
National Child Abuse Registry verified? \_\_\_\_\_  
Call confirmation number \_\_\_\_\_ Name of operator/date \_\_\_\_\_

**BACKGROUND INVESTIGATION CONSENT**

I, \_\_\_\_\_, hereby authorize Calvary Chapel of Waco and/or its agents to make an independent investigation of my background, references, character, past employment, education, credit history, criminal, or police records, including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my Application and/or obtaining other information, which may be material to my qualifications for employment (or voluntary participation) now, and if applicable, during the tenure of my employment (or voluntary participation) with Calvary Chapel of Waco.

I release Calvary Chapel of Waco and/or its agents and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims, or law suits in regards to the information obtained from any and all of the above referenced sources used.

The following is my true and complete legal name, and all information is true and correct to the best of my knowledge:

\_\_\_\_\_  
Full name (printed)

\_\_\_\_\_  
Maiden name or other names used

\_\_\_\_\_  
Present Street Address How long?

\_\_\_\_\_  
City / State Zip

\_\_\_\_\_  
Former Street Address How long?

\_\_\_\_\_  
City / State Zip

\_\_\_\_ / \_\_\_\_ / \_\_\_\_

Date of Birth

\_\_\_\_ / \_\_\_\_ / \_\_\_\_

Social Security Number Driver's License Number State of License

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

# Teachers and Helpers

## *Ministry Expectations*

1. Regular church attendance
2. Being an example to the children in Christian conduct and service
3. Praying weekly for the children and the lesson
4. Lesson preparation (ahead of time)
5. Punctuality: Showing up 30 minutes before class
6. Notifying the Coordinator of absences in advance or tardiness
7. Keeping classroom clean, returning materials to resource center, closing up room
8. Continuing education: Attending a potluck/workshop twice a year, provided by the coordinator.

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## Calvary Chapel of Waco

### Statement of Faith

In order to identify the church as conservative in theology, and evangelical in spirit, we set forth this general statement of fundamental beliefs:

**We believe** the Bible to be the inspired, the only infallible, authoritative Word of God and inerrant in the original writings.

**We believe** that there is one God, eternally existent in three persons, Father, Son and Holy Ghost.

**We believe** in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father and in His personal return in power and glory.

**We believe** that the lost and sinful man must be saved, and that man's only hope of redemption is through the shed blood of Jesus Christ, the Son of God.

**We believe** in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life.

**We believe** in the resurrection of both the saved and the unsaved; they that are saved unto the resurrection of life and they are unsaved unto the resurrection of damnation.

We believe in the spiritual unity of believers in our Lord Jesus Christ.

(These are the same beliefs as Calvary Chapel of Costa Mesa, with whom we are affiliated.)

# **CALVARY CHAPEL WACO POLICY AND PROCEDURE GUIDE FOR SEXUAL MISCONDUCT**

## **Policies and Procedures Addressing Sexual Misconduct**

**Calvary Chapel Waco opposes any form of sexual misconduct by pastors, lay staff, employees, and volunteers. The policies and procedures herein apply equally to pastors, lay staff, employees, and volunteers.**

Unless otherwise specified, the words "pastor" and "pastoral" include all rostered persons, including pastors and associates in ministry.

### **A. Defining Sexual Misconduct**

1. Sexual conduct by a pastor involving a parishioner, client, or employee with whom the pastor has a professional or pastoral relationship is immoral and unprofessional behavior and constitutes sexual misconduct.
2. Sexual contact between professional lay staff or congregation volunteers and a churchgoer, client or employee with whom the lay staff or volunteer has a working, leading, or teaching relationship is immoral and unprofessional behavior and constitutes sexual misconduct.
3. Sexual harassment is sexual misconduct and includes, but is not limited to: unwelcome and unsolicited sexual advances, request for sexual favors, discriminatory conduct based upon gender, and other undesired verbal, visual, or physical conduct of a sexual nature. In particular, sexual harassment occurs if there is:
  - a) Exposure to any kind of sexual behavior as an explicit or implicit term or condition of employment, volunteer position, or reputation;
  - b) Exposure to sexual behavior if used as a basis for personnel decisions affecting the recipient of the behavior;
  - c) Conduct of a sexual nature which has the purpose or effect of unreasonably interfering with the recipient's work performance;
  - d) Verbal harassment or abuse of a sexual nature;
  - e) Pressure for sexual activity;
  - f) Derogatory or dehumanizing remarks about women/men;
  - g) Remarks to a person with sexual or demeaning implications;
  - h) Touching of a sexual nature;
  - i) The dissemination of material (such as cartoons, articles, pictures, etc.) which have sexual content.

### **B. Reporting Sexual Misconduct**

1. The first step in stopping sexual harassment may be to directly inform the person involved that his/her conduct is unwelcome, a violation of church policy, and that it must stop immediately.
2. Anyone may report allegations of sexual misconduct to the senior pastor, assistant pastors, elders, deacons, or a person of responsibility in the congregation.

3. Allegations of sexual misconduct against pastoral staff shall be reported to the board.
4. Allegations of sexual misconduct against lay staff and volunteers shall be reported to the senior pastor and/or board, elders, or deacons.
5. Allegations of sexual abuse involving minor children or vulnerable adults MUST be reported to the senior pastor and local legal authorities.
6. Pastors hearing confessions about sexual misconduct involving legal adults shall maintain confidentiality to the extent provided by the laws of the State of Texas.
7. Alleged victims of sexual misconduct are assured of confidentiality of any allegations they make to the extent provided by the laws of the State of Texas.

#### **C. Investigating Sexual Misconduct**

1. Pastoral and lay staff, board members, elders, deacons, and volunteers shall cooperate with any investigation of allegation of pastoral misconduct.
2. Allegations of sexual misconduct against lay staff, employees, volunteers and churchgoers will be investigated, handled with discretion and confidentiality as provided by law, and adjudicated by the pastor, board, or any committee formed in order to rectify, heal, and promote dignity. Any committee formed shall consist of both women and men and shall contain a pastor, one board member, and two members at large (churchgoers). The committee shall report its findings and recommendation to the board if necessary.
3. Victims of alleged sexual misconduct have the right to confront the accused.
4. Victims may have the support of a trained advocate through the process.
5. The accused has the right to know the nature and substance of the allegations.
6. The alleged victim and the accused will be apprised of the investigation and its outcome.

#### **D. Youth Activities**

1. There will be chaperones of both genders at any church sponsored youth activity when young people of both genders are participating in the activity. Men will not chaperone girl's activities without a woman present and women will not chaperone boy's activities without a man present.

#### **E. Responding to Sexual Misconduct**

1. Pastoral staff found guilty of sexual misconduct will be dealt with in accordance with Biblical standards and the board/committee's decision.
2. Lay staff and volunteers found guilty of sexual exploitation will be removed from their duties in the congregation.



3. False allegations and/or information will be subject to disciplinary action by the church.
4. All churchgoers will extend Christian love and support to the victims and their families.
5. All churchgoers will extend Christian love and support to those accused and/or found guilty of sexual misconduct.

**F. Oversight and Education**

1. The entirety of leadership (individual ministry leaders, pastors, elders, board members, and deacons) is responsible for the education of churchgoers about sexual misconduct and the existence of these policies.
2. Pastoral leadership shall review these policies annually with pastors, board members, elders, deacons, lay staff, other employees, and volunteers.
3. The entirety of leadership (individual ministry leaders, pastors, elders, board members and deacons) are responsible to ensure that these policies are followed.
4. The staff will be educated through annual meetings in regard to this policy and acknowledge this policy by signature.

