



## Dear Potential Staff,

We are thankful for your desire to work with the next generation. We call you “staff” because without your help, we would not be able to do what we do in student ministry. In this packet, you will find an application along with the information you need to know about the different serving capacities available in our ministry. Please fill out the application and return it to Katheryne Taylor for processing. We look forward to seeing how the Lord uses you in GC Students.

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## GC Students Staff Essentials

All staff must adhere to Greenwood Christian Church’s VISION.

*LOVE God and Others; GROW Together in Christ; INSPIRE Transformation*

All staff must adhere to the following GC Students Staff Requirements:

- All staff must be over the age of 18.
- All staff must be a GCC member or regular attender.
- All staff must have accepted Jesus Christ as their Lord and Savior.
- All staff must have passed a GC Students background check.
- All staff will be held accountable for being an example of Christ in and under all circumstances.

# GC Students Staff Opportunities

## GC Students MS/HS Elevate Worship Service Leaders (9:00-10:30am or 10:30am-12:00pm)

- May be asked to give announcements, lead interactive games, or give communion & offering meditation.
- Should develop relationships with students by engaging in conversation with students throughout each Sunday morning.
- Must be willing to mentor and counsel students through potential issues and problems they are dealing with.

## GC Students LifeGroup Leaders

- Attend 4 quarterly Leader Meetings between August and April. Catered meals are provided.
- Co-lead a GC Students LifeGroup for the school year from August-May on Sunday evenings.
- Commit to staying with your group of students through middle school and/or high school.
- Communicate with parent(s)/guardians(s) of your LifeGroup students regularly.
- Assist your LifeGroup in planning and implementing at least one outside event or activity
- Attend GC Students events when available.
- As a LifeGroup leader you will have a designated annual LifeGroup budget. This money is to be used for additional Bible study curriculum and individual LifeGroup events. It is your responsibility to confirm with Kathyne your remaining balance before spending money from your budget. You can also request LifeGroup expense reimbursements from Kathyne if you have your receipts.

## GC Students Event or Trip Staff and Volunteers

- Attend all preparation meetings for the event or trip.
- Attend event or trip for the entirety of time given by Student Minister.
- Assist in set-up, programmed activities, and clean up.
- Oversee event along with Student Minister to ensure quality and safety of the event.
- When offsite, ride to and from location with Student Ministry Team.
- May be asked to drive vehicle provided by GCC.
- Be responsible for (and will room with on overnight trips) a group of same gender students.
- Handle any disciplinary issues in an appropriate manner.
- Interact in positive and appropriate ways with both students and other staff.

# GC Students Staff Perks

We understand that serving on trips and spending time away from home affects your family, finances, and a list of many other things. We want to bless both you and your family in your time with GC Students by providing you with the following cost reductions.

## Student Events

- Your registration is partially or fully paid.
- Your meals are partially or fully paid. (You will just need to supply the trip leader with your receipts.)
- Gas costs are paid.

## Mission Trips

- At least 20% of trip package is paid. (This includes all costs.)

# GC Students Integrity Covenant

Because our desire is to maintain an atmosphere which causes no one- inside or outside our congregation- to question the moral integrity of our ministry, and because all it takes is one accusation- with or without basis- to wreak havoc on a ministry, it is imperative that every member of our student ministry staff understand and abide by the following guidelines:

1. The bottom line: GC Students staff members should avoid being alone with a member of the opposite gender- student or staff- at any time for any reason.
2. Transportation issues:
  - a. If a student (of the opposite gender) needs a ride home, please take another staff member (or student) with you.
  - b. When taking multiple students home, please make your last stop the home of a same-gender student.
3. Counseling issues:
  - a. Encourage students desiring counsel to meet with a same-gender staff member.
  - b. If a student must counsel with an opposite-gender staff member, then take the following precautions:
    - i. If possible, have another staff member sit in on the discussion with you.
    - ii. If you need to meet with a student at a time outside of a regular group meeting, have him/her meet you at a public place (the mall, Taco Bell, etc.).
    - iii. If the issue can wait, postpone it until another staff member is available.
4. Home issues:
  - a. No Staff member is to be in a home alone with another adult of the opposite gender before or after a LifeGroup meeting (unless married to that person).
  - b. No staff member is to be in a home alone- even for a few minutes- with a single student of the opposite gender.
5. Affection issues:
  - a. Appropriate physical touch is good, so long as:
    - i. It's public.
    - ii. It's extended equally to both girls & guys.
    - iii. It's extended freely, and not only to select students.
  - b. Don't touch anyone in a way that could be construed as romantic or flirtatious.
  - c. Specific types of touch that should be avoided at all times:
    - i. Holding hands when the entire group isn't holding hands.
    - ii. Any kind of touch that happens in a horizontal position
    - iii. Inappropriate hugs
    - iv. Extended touch
    - v. Lap-sitting
  - d. Staff members should also be aware that in most cases "perception is reality." If there are any "hints" of sexual thoughts or motives, the staff member should avoid physical contact with that individual.
  - e. Staff members are not permitted to date any students in our ministry or anyone under the age of 18.
6. Humor issues:
  - a. Ephesians 5:4- "Nor should there be obscenity, foolish talk, or coarse joking, which are out of place..."
  - b. Not only does God's word call raunchy humor inappropriate, our culture calls it "sexual harassment."

7. Environment issues:
  - a. Honor and strictly enforce our modesty and PDA guidelines.
  - b. Be discerning in the movies and TV shows you watch with students.
  
8. Nudity issues:
  - a. Incidental nudity (changing, showering, etc.) is acceptable in same-gender environments.
  - b. Unnecessary nudity should be avoided. (Sitting around nude, etc.)

Every member of our youth staff must prioritize these considerations and hold the other members of our staff accountable to them. If we dismiss these issues as inconsequential, there is a great chance that Satan will use our casual attitude to weaken willpower, destroy innocence, damage relationships, undermine trust, and tarnish the name of Christ.

## **GC Students Hotel Room Supervision Guidelines**

Hotel stays represent a unique and ideal opportunity for all of us to build relationships with students.

1. One adult leader will stay in each room or conjoined room.
2. Adult leaders should talk meaningfully with every student in the room.
3. We try to place students in a room with at least one of their friends.

Guidelines for supervising students in hotel rooms:

1. Remind your students to be respectful of others.
  - a. Encourage them to keep their voices down, to be quiet in hallways and/or on balconies, and to clean up after themselves, so as not to disturb other guests or hotel management.
  - b. Students are not allowed to make prank phone calls.
  - c. Encourage students to be mindful of others privacy and modesty when in rooms.
2. Students are not allowed to be in rooms of the opposite sex.
3. No one is EVER allowed to go anywhere alone and a group of 3 or more is required in mixed company.
4. Students are not to leave the room without a leader's permission.
5. Concerning TV viewing, Internet, and Social Media:
  - a. Put your foot down firmly when it comes to material that is clearly inappropriate.
  - b. For material that doesn't seem quite so black and white, open a dialogue with your students as to whether something they're considering watching is appropriate, and why or why not. If it's clear that all of your students are comfortable watching or listening to questionable content, take the opportunity to ask them what they like about it. Ask them how they think it stands up to the Philippians 4:8 test.
  - c. Sometimes, even material we might all consider acceptable to view or to listen to, situations/issues of immorality will arise. Censure quickly when raunchy language, sexual immorality, nudity, etc., arise, but if at all possible, we ought to seize those teachable moments to talk with students about why we censured, how repeated doses of that kind of material will begin to erode our convictions, etc.



GREENWOOD CHRISTIAN CHURCH
2045 Averitt Rd.
Greenwood, IN 46143
(317) 881-9336
(Revised 3/14/2019)

STAFF APPLICATION

Today's Date: \_\_\_\_\_

I. PERSONAL

Name: \_\_\_\_\_
Gender: \_\_\_ Male \_\_\_ Female Date of Birth: \_\_\_/\_\_\_/\_\_\_
Home Phone: (\_\_\_\_) \_\_\_\_-\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_-\_\_\_\_
E-mail address: \_\_\_\_\_
Home address: \_\_\_\_\_
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_
Marital status: \_\_\_ Single \_\_\_ Married \_\_\_ Separated \_\_\_ Divorced
If separated or divorced, please give a brief explanation of your current situation:

Spouse's Name: \_\_\_\_\_ Married how long? \_\_\_\_\_
Children's Name(s): \_\_\_\_\_ Age: \_\_\_\_\_
\_\_\_\_\_ Age: \_\_\_\_\_
\_\_\_\_\_ Age: \_\_\_\_\_
\_\_\_\_\_ Age: \_\_\_\_\_

II. GC STUDENTS AREAS OF INTEREST

Please check all that apply.

- GC Students Sunday Services
Middle School Elevate (9:30am)
Middle School eMERGE (11am)
High School Elevate (11am)
Greeters (9-9:30am or 10:30-11am)
GC Students LifeGroups
GC Students Events
GC Students Worship Team
Band
Tech/Production

III. GREENWOOD CHRISTIAN CHURCH INVOLVEMENT

Are you a member of Greenwood Christian Church? Yes No How long? \_\_\_\_\_

Do you regularly attend (check all that apply)

- Bible Study? Adult Worship Service? LifeGroup?
Elevate Worship Service? Other: \_\_\_\_\_

What areas of ministry are you serving/have served at Greenwood Christian Church?

Ministry: \_\_\_\_\_ For how long? \_\_\_\_\_
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Ministry: \_\_\_\_\_ For how long? \_\_\_\_\_

**IV. CHRISTIAN LIFE**

Describe when you accepted Christ and were immersed: \_\_\_\_\_

In 25 words or less, what difference has Jesus made in your life? \_\_\_\_\_

What do you do to promote your own personal spiritual growth? \_\_\_\_\_

**V. EDUCATION:**

College: \_\_\_\_\_ Years completed: \_\_\_\_\_ Degree: \_\_\_\_\_

Graduate school: \_\_\_\_\_ Years completed: \_\_\_\_\_ Degree: \_\_\_\_\_

Post-graduate: \_\_\_\_\_ Years completed: \_\_\_\_\_ Degree: \_\_\_\_\_

Other training: \_\_\_\_\_ Years completed: \_\_\_\_\_ Degree: \_\_\_\_\_

**VI. WORK EXPERIENCE**

What training, experiences, skills, spiritual gifts or talents has God given you?

What is your current occupation? \_\_\_\_\_

**VII. LEISURE**

What do you do for fun, to relax, to stay fit, etc.? \_\_\_\_\_

**VIII. REFERENCES**

Please give two Christian character references (no relatives, please).

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ ZIP: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ ZIP: \_\_\_\_\_

**IX. PLEASE READ AND SIGN THE FOLLOWING**

- The above information is true to the best of my knowledge.
- I am a committed follower of Jesus Christ, and I will do my best to conduct myself in such a manner as not to tarnish the name of Christ, damage the ministry of this church, or jeopardize the physical, emotional, or spiritual well-being of students.
- I have read and agree to the GC Students Integrity Covenant and GC Students Hotel Room Supervision Guidelines and am willing to be held accountable.
- I understand that a background check is a requirement of this application, and I will be provided a separate form to give my permission for GCC to obtain the background check.

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_