

Orchard View Alliance Church



Connecting with God, Each other and Our community

Ministry Application



**Volunteer Ministry Application
Orchard View Alliance Church (OVAC)
2707 Bond Place Janesville, WI 53548
NON-CONFIDENTIAL SECTION**

1. Name _____
Last First (Full) M.I.
2. Address _____
3. City _____ State _____ Zip _____
4. E-mail Address _____ Marital Status _____
5. Phone Home (_____) _____ 6. Work (_____) _____
7. Okay to call at work? Yes No
8. Current profession/Previous work experience: _____

9. How long have you attended OVAC? _____
10. What church did you last attend before coming to OVAC? _____
11. Previous church and community volunteer experience: _____

12. Ministry you are applying for (if known) _____
13. What led you to apply to volunteer within Orchard View? _____

14. Are you an official member of OVAC? Yes No **Note: If yes, skip to page 4**

How would you describe your current relationship to Jesus Christ?

___ I have made a personal commitment to Jesus Christ and have assurance of my salvation (i.e. I am certain I will go to heaven). ***Please write out your testimony below.***

___ I think I have made a personal commitment to Jesus Christ, but I am not certain of my salvation. ***Please write out your testimony below.***

___ I am still seeking to know who Jesus Christ is and how He relates to my life. ***Please skip to page 5.***

___ Other: _____

Please skip to page 5.

**YOUR PERSONAL RELATIONSHIP
WITH JESUS CHRIST**

Please write out your spiritual journey with the Lord so far.

When did you accept Jesus Christ as your personal Savior?

My life before Christ:

How I came to know Christ as my Lord & Savior:

My life after I received Christ:

STANDARDS AND AGREEMENTS

CHRISTIAN & MISSIONARY ALLIANCE STATEMENT OF FAITH

1. There is one God, who is infinitely perfect, existing in three persons: the Father, Son and Holy Spirit.
2. Jesus Christ is true God and true man. He was conceived by the Holy Spirit and born of the Virgin Mary. He died upon the cross, for the just and the unjust, as a substitutionary sacrifice, and all who believe in Him are justified on the ground of His shed blood. He arose from the dead according to the Scriptures. He is now at the right hand of the Majesty on high as our great High Priest. He will come again to establish His kingdom of righteousness and peace.
3. The Holy Spirit is a divine person, sent to indwell, guide, teach, empower the believer, and convince the world of sin, or righteousness, and of judgment.
4. The Old and New Testaments, inerrant as originally given, were inspired by God and are a complete revelation of His will for the salvation of men. They constitute the divine and only rule of Christian faith and practice.
5. Man was originally created in the image and likeness of God: he fell through disobedience, incurring thereby both physical and spiritual death. All men are born with a sinful nature, and are separated from the life of God, and can be saved only through the atoning work of the Lord Jesus Christ. The prospect of the impenitent and the unbelieving person is existence forever in conscious torment, and that of the believer in Christ is to have everlasting joy and bliss.
6. Salvation has been provided through Jesus Christ for all men; and those who repent and believe in Him are born again of the Holy Spirit, receive the gift of eternal life, and become children of God.
7. It is the will of God that each believer should be filled with the Holy Spirit and be sanctified wholly, being separated from sin and the world and fully dedicated to the will of God, thereby receiving power for holy living and effective service. This is both a crisis and a progressive experience wrought in the life of the believer subsequent to conversion.
8. Provision is made in the redemptive work of the Lord Jesus Christ of the healing of the mortal body. Prayer for the sick and the anointing with oil are taught in the Scriptures and are the privileges of the believer in this present age.
9. The Church consists of all who believe on the Lord Jesus Christ, are redeemed through His blood, and are born again of the Holy Spirit. Christ is the Head of the body, the Church, which has been commissioned by Him to go into all the world as a witness, preaching the gospel to all nations. The local church is a body of believers in Christ who are joined together for the worship of God, prayer, fellowship, the proclamation of the gospel, and the observance of the ordinances of baptism and the Lord's Supper.
10. There shall be a bodily resurrection of the just and the unjust; for the former, a resurrection unto life; for the latter, a resurrection unto judgment.
11. The second coming of the Lord Jesus Christ is imminent and will be personal, visible, and premillennial. This is the believer's blessed hope and is a vital truth which is an incentive to holy and faithful service.
(Councils 1965, 1966, 1974)

I agree with the Statement of Faith as written above Yes No

Signature

Date

Orchard View's Standards of Excellence

We love to have fun in our ministries at Orchard View, but we recognize that Kingdom Work is serious business! We hold our volunteers to the highest standards, and all volunteers are expected to maintain the following standards of excellence. We understand that no one has a perfect life, but we would like to be able to talk and walk with you if it becomes obvious that you are struggling in one of the areas listed below.

1. Faith in Jesus Christ

Since our ultimate goal in ministries at Orchard View is to lead kids to Christ and then help them grow in their Christian life, volunteers need to have a personal relationship with Christ themselves! If you are unsure of where you stand in your relationship with God, please talk to one of the pastors OVAC. We would love to look in God's Word with you and show you how to know for sure that you are saved and a child of God. **John 3:16**

2. Spiritual Growth

A healthy spiritual diet is necessary for all leaders. Check your diet with the following questions: How much time have I spent in personal devotions? How much time do I watch TV? How much time do I spend with my complete family? How much time do I spend alone with my spouse in meaningful conversation? How much time do I spend in prayer? Am I memorizing God's Word? **1 Peter 2:2 and Ephesians 6:13-18**

3. Love

Ministry and serving in the church should be motivated by love for children and Jesus Christ, not out of guilt, a feeling of obligation, or a desire to build ourselves up. A commitment to serving in ministry should be made with prayerful consideration. **1 Corinthians 13:1-3**

4. An Example in Christian Character

As a volunteer, you are in a "fish bowl" you are being watched—by children and their families—even outside of Sunday morning. Volunteers should be proper examples and a positive influence on the children they minister to. By refraining from activities that do not glorify or honor God, volunteers express that they are sensitive to the convictions of others in both their actions and conversation. **Titus 2:6-7 and 1 Corinthians 6:19, 20**

5. Regular Church Attendance

This includes attending regular worship services and other church events. **Hebrews 10:25**

6. Encouraging in Speech

Our words should be encouraging, uplifting and positive. There should be no insults, cut-downs, gossip, slander or any talk where someone may be hurt, especially in the presence of children. Humor should reflect a walk with God. **Colossians 4:6 and 1 Peter 4:11**

7. Preparation and Ongoing Training and Development

Our service to the Lord should be done to the highest standards. Volunteers should come prepared each week with a full understanding of the lesson and truths that are going to be presented. To determine your preparation time, ask yourself this question: "If I knew Jesus was physically going to show up in my class, would I be excited to show Him my class in action?" This also involves faithfully attending meetings and trainings that are required or offered. **2 Timothy 2:15 and 1 Peter 4:10**

8. Faithful in Commitments Made

When you give your word, keep it. If you say you will do something, or be somewhere, follow through on it. If something happens where you cannot, then communicate so that those affected can take necessary action. If necessary, find a substitute to take your place. **1 Corinthians 4:2 and Proverbs 28:20**

9. Respectful of Authority

In word, action, and attitude. If you have disagree with another Team Member or one placed in a position of authority, approach them humbly and in private. Give respect to church procedures by following them. **1 Peter 2:17**

10. Teachable in Spirit

This is an important trait for any volunteer who is seeking to serve the Lord! We all have weaknesses, but if we remain teachable, there is always hope! We must be willing to listen to constructive criticism and prayerfully consider the input of others. We do not need to always agree, but if we fail to listen we hurt only ourselves and rob ourselves of another chance to grow. **Proverbs 12:15, Proverbs 13:10 and Proverbs 19:20**

I wish to be held accountable in the above areas as I serve in Orchard View Alliance Church's Children's/youth Ministries:

Yes No

Signature

Date

CONFIDENTIAL SECTION

The remainder of this application (yellow pages) is considered strictly confidential. It will be viewed and used only by those Orchard View Alliance Church staff members who are involved in making volunteer placement decisions. All completed ministry applications are kept confidential and stay locked in the church office. If you prefer, you may choose not to answer the questions in this section, or you may discuss your answers in confidence with a member of the pastoral staff or Discipleship Director. Leaving any questions unanswered will indicate that a staff member will need to contact you for follow up.

1. Have you ever been charged, arrested, or convicted of any crime other than minor traffic violations? Yes No

1a. If yes, please explain: _____

2. Have you ever been accused, investigated, charged, arrested, or convicted of child abuse, sexual abuse, or sexual assault? Yes No *If yes, please attach a separate sheet with details.*

3. Were you a victim of abuse or molestation while a minor? Yes No

3a. If yes, have you gone through counseling? Yes No

4. Have you ever been exposed to an incident of child abuse or neglect? Yes No

4a. What are your feelings concerning this child abuse/neglect?

5. How do you (or did you) discipline your own children? _____

6. Have you ever participated in any forms of pornography (magazines, internet, 900 numbers, etc.)? Yes No

6a. If yes, explain: _____

7. Do you have any other history that may be of concern as your Children's Ministry Application is being reviewed? _____

8. I am free from any diseases that could be detrimental to children, such as typhoid, paratyphoid, hepatitis or other diseases. Yes No

REFERENCES AND BACKGROUND CHECK

Please list three references **WITH COMPLETE ADDRESSES** & phone numbers, who are familiar with your character, especially as it relates to working with children. References will be checked. **Please do not list OVAC Staff or your relatives.**

1. Name _____ Phone (____) _____
Address _____ Zip _____
City _____ State _____

2. Name _____ Phone (____) _____
Address _____ Zip _____
City _____ State _____

3. Name _____ Phone (____) _____
Address _____ Zip _____
City _____ State _____

I agree to a criminal background check to be run on my name. I hereby request and authorize information which pertains to any record of convictions contained in the files or in any criminal file maintained on me whether local, state, or national. I hereby release local, state, and national law enforcement agencies from any and all liability resulting from such disclosure.

Yes No

Birth Date _____ / _____ / _____
 month day year

Social Security # _____

Signature _____

Print Full Name _____ Print Maiden Name _____

Print All Aliases _____

PROPER BEHAVIOR FOR CHILDREN'S MINISTRY WORKERS

When working with children, use the following guidelines to eliminate all chances of harm to the children and to avoid all possible appearances of improper conduct:

1. Two adult supervisors should be present during any church activity.
2. Parental permission must be obtained for activities off church property.
3. Workers must work with children in classrooms that have doors with windows, or the door must be left open if the room has no window.
4. Any inappropriate conduct or relationships between a volunteer and a child must be confronted immediately and reported to the pastoral staff.

Physical Abuse:

5. Do not hit a child at any time—not even a swat on the hand or backside.
6. Do not shake or set down forcefully.
7. Do not use excess force with a child such as pulling on an arm or holding a child down.
8. If a child is disruptive or unruly follow the 3 warning policy.

Sexual Abuse:

9. Do not allow children to sit on your lap.
10. Do not pat a child on the backside.
11. Do not touch the areas normally covered by a swim suit.
12. Bathroom breaks—always have 2 adults in viewing distance of each other when a child is assisted in the bathroom.
13. Give side hugs, instead of front hugs

Christian Education workers have a moral obligation to report instances of child abuse. All allegations must be taken seriously, and handled with due respect for people's privacy and confidentiality. Should abuse be observed or reported to a Christian Education worker, the following must occur:

14. The program's staff member and the Discipleship Director and pastoral staff must be informed immediately.
15. Adequate care must be shown for the well-being of victims.

I have read, understand and agree to abide by the "Proper Behavior for Children's Ministry Worker's" Policy, which refers to children and youth under eighteen years of age and developmentally disabled persons of any age.

Should my application be accepted, I agree to be actively involved in the ministries of this church, abide by the Constitution and By-laws and policies of Orchard View Alliance Church, and to refrain from unscriptural behavior in my ministry on behalf of the church.

I understand that the information that I have provided may be verified, if necessary, by contacting persons or organizations named in this application, or by contacting any person or organization that may have information concerning me. I hereby release and agree to hold harmless, from liability, any person or organizations that provides information. I also agree to hold harmless the organization, the officer, employees and volunteers thereof.

I further acknowledge that I have carefully read the foregoing release and know the contents thereof. I sign this release of my own free will. This is a legally binding agreement which I have read and understand. I promise I have answered all of the questions honestly to the best of my knowledge.

Signed _____ Date _____

Ministry Staff Approval _____ Date _____