



Induction – Part 4

Understanding the process of becoming a volunteer
and what is required from you



A new process for all of us

Seems like a lot but:

the recruitment of safe staff and volunteers is an important part of our Safe Church Policy that works to ensure that we are adopting the Child Safe standards.



The Volunteer Process

Interest

Induction Video and Forms

Interview

Ministry/Activity specific induction

Creating Safe Spaces Training
(Online module and face to face workshop)



Interest – Induction and Forms

- Ministry leader required to give you a description of the role you will be doing.
- They will also point you in the direction of completing the following things that are on the website:
 1. Induction videos
 2. Screening questionnaire form
 3. Role application form
 4. Code of conduct form



Screening Questionnaire



A massive cultural and operational change

- The form feels serious and intense and you may be surprised by the questions:
 - Don't they trust me - Why do they need to know that when I'm just making coffee or cleaning the building
- We understand why you would think like that – context to understand the why behind the form and the types of question it is asking
 1. Screening Questionnaire is one element of the suite of new policies and practices that organisations such as churches, clubs and associations are being required to implement. It represents a massive cultural and operational change for thousands of organisations like us and we are committed to being early adopters of the changes and co-operating with authorities.
 2. It's a biblical and appropriate response.
 3. Like schools, churches in Australia now have a legal requirement to collect and to store and, in some cases, mandatorily report certain information pertaining to their people who are volunteering.
 4. Reporting information that we may obtain about child abuse.



What's different

- We have been doing much of this in relation to ministries directly involved with children.
- The change is that the practices have been broadened to include **all volunteers** whether cleaning or kids' ministry – it makes no difference to the government
- The government is treating all people as equally significant to the health and safety of the organisation





The questions

- The Screening Questionnaire asks personal and important questions that establish up-front whether we should have any concerns about a person or whether they will need to seek support in their role
- It's not a test
 - You don't have to have a perfect past – none of us do
 - You do need to be honest and vulnerable which I know can be confronting
- If there is a question that you have answered *yes* to
 - Don't assume that it disqualifies you from serving it may simply mean that we meet with you and have a chat about it to ensure that you are safe and that you're supported in your role



Privacy

- It also means that we take your privacy seriously
- The information that we capture in this form is really locked down and accessible by a handful of people in our Safe Church team
- Not even your Ministry Leader will see the form
- You will get the opportunity to say who will get access to the form
- If you are unsure about any question about what it really means or nervous about the implications of one of your answers, **please don't let that be a barrier** – talk to your ministry leader, to an elder or pastor or someone on the Safe Church team who would love to have a confidential chat with you



Thanks for partnering in the process

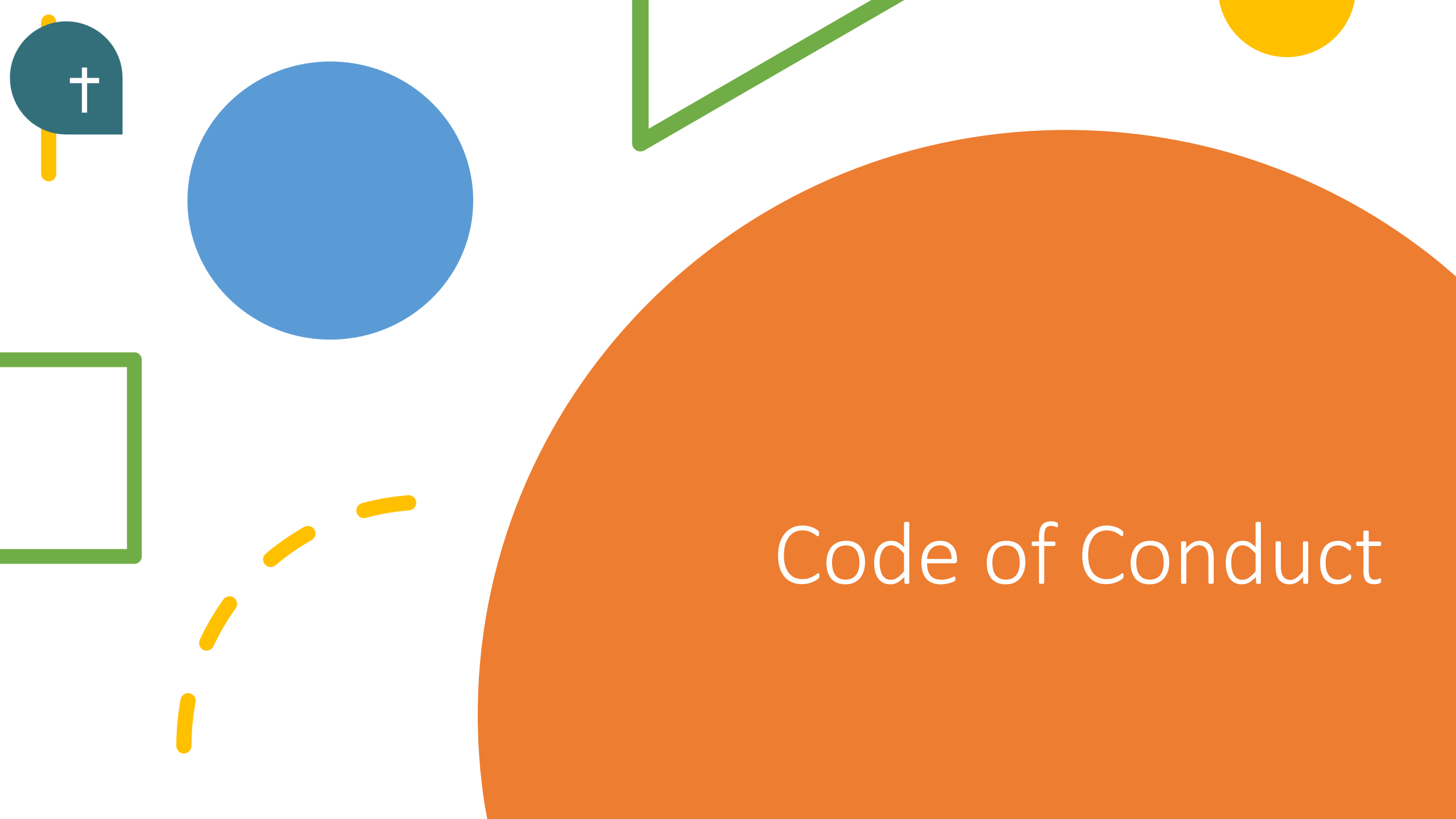
Thanks for partnering with us and for understanding as we
go through this process together



Big Takeaways

- Our government sees ALL PEOPLE in our organization as part of the health and safety of the Church.
- It is not a test – answering yes to something does not automatically disqualify you from serving.
- Chat to someone if you want to ask more questions.





Code of Conduct

- Outlines what you are committing to by being a volunteer here
- *It does not dictate a set of values that you must hold as your values are your own and often change with life experience, further understanding of the scripture as it applies in our contemporary context*
- *It defines that behaviours that we expect from volunteers*
- It honours the fact that you will be a representative of our church with influence over others
- Therefore, your behaviour as a leader is instrumental in us upholding our Safe Church Policy and our commitment to providing safe environments for everyone with whom we come in contact

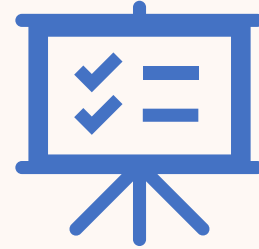




Your agreement and commitment



It's important that you read it carefully before signing it



When you sign:

You agree to all that was stated and
Will be accountable to them in your serving teams



Examples

How you treat people with respect

How you support Safe Church policy and practices

Good communication

Not to use position to abuse or hurt others

Follow the processes we have put in place for creating safe environments – how we deal with conflicts, complaints and risk management

Reminds you of legal requirements

Expect to step aside from duties while complaints of sexual misconduct are being investigated



Clear about our expectations

Ministry leader has the responsibility of speaking with you when any of the expectations are not being met

This does not mean that you can no longer serve – and is an opportunity to grow in discipleship

Invites accountability into your desire to wholeheartedly follow Jesus

Not about perfection but about seeing our leadership as something worth fighting for and protecting

Don't let it become a barrier to service – speak to someone to clarify what anything on the list means or discuss anything that you do not agree with



Big Takeaways

- Honours that you are in a place of influence and represent the church as you conform to the set of behaviours





The Volunteer Process

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Interview

- Depends on the role
- Leaders – face to face to get to know more about you, your faith journey, your passions and gifts and give you the opportunity to ask any questions



Ministry Induction – with leader

- Relates to your particular role
- Often done with others in team meetings





Creating Safe Spaces workshop

- On-line component
- Face to face every 3 years.

