

Chinese Evangelical Church
Ark and Flood Fellowship
Youth Advisor Application Packet

Dear Potential Youth Advisor,

Praise God that you are considering to invest in God's kingdom through serving and loving on the Youth!

From the several years that God has allowed me to serve with the Youth, I have come to realize that relationships are at the heart of youth ministry. The Youth need to know that a wonderful and amazing God loves them and one way the Youth understand this is primarily through others in the context of relationships! Relationships are key in helping students grow in their love for God and for others.

More importantly, I believe that a healthy, God-glorifying Youth ministry strives to partner with parents. We would love to find more and more ways to involve parents in the spiritual growth of their kids. As a ministry, we are not only committed to praying for the Youth, but also for their families and their parents.

The quality of our advisors is very important. We are looking for men and women who love Jesus and seek to know and treasure Him more. We are also looking for people who care deeply about students! Please take time to read the following material and fill out the application with prayer and consideration. Because we place great value on this ministry, we also place great value on the health of our advisor.

Once we have received your application, we will call you to schedule an appointment. Please know all information will be kept strictly confidential. In the meantime, **please feel free to observe** our Friday Nights or Sunday School.

Thank you for taking the time to consider what God may be calling you to this upcoming year! I'm looking forward to serving with you and/or spending some time talking about your hopes and desires for ministry. If you have any questions, please feel free to call me at the church office at 858-277-9622.

Excited to serve with you,

Brandon Yu
Pastor of Student Ministries

What Students Need

We will only change the youth at CEC and in the world one student at a time. Today's students do not connect to programs they **connect with people**. The most effective way to impact students is through significant relationships with caring adults in their lives. One of the common roadblocks for adults getting started in youth ministry is they have misconceptions about what it takes to be a youth worker.

Common misconceptions are:

- You must be young
- You must have adequate Bible training
- You must be a perfect example of a Christian
- You must be a captivating communicator
- You must feel secure
- You must be able to act like one of the students
- You must have plenty of free time
- You must know everything about the latest youth culture
- You must be wild, crazy, and dynamic
- You must be liked by all students
- You must own a 15-passenger van

Youth ministry is not the easiest ministry in the church and it's normal for you and okay for you to feel inadequate about your skills. Your confidence will grow the more you're around students and you see how God can use inadequate people (like you and me) to do great things.

Here's the truth about what students need:

Students need adults who will. . .

- love God and live for Him
- be interested in their life
- take initiative to spend time with them
- pray for them
- be real
- say encouraging words
- believe in them
- laugh and have a good time
- remember their name and care for them
- share God's love through personal experience
- be consistent in their attendance
- be patient
- have fun with them!

How To Get Involved In Students' Lives

We will later explain the application process, but first it is important for you to understand what commitment we ask of our staff. For effective ministry with students you need to:

1. Understand the purpose and planned values of our ministry.

Take a look at the values and goals that make our youth ministry effective in reaching and caring for students.

2. Commit to a role in our ministry.

Consider the role for which God has SHAPED you in order to build relationships with students.

3. Grow as a minister.

Develop your personal ministry to students.

1. Understand the purpose and planned values of the high school ministry

The first key to be involved in students' lives is to understand the purpose and planned values of our ministry.

Purpose Statement:

Based on the Great Commandment (Matt. 22:37-40) and the Great Commission (Matt. 28:19-20).

The Purpose of Ark & Flood ministries is to exalt God's total awesome-ness, build a community of believers, share God's radical love, grow our faith in Christ, and discover our gifts to serve.

Planned Values:

Planned values are descriptive words that reflect the values, attitudes, styles and beliefs that help fulfill our purpose. We try to incorporate these key approaches into all of our programs. It is all built on RELATIONSHIPS.

| | |
|----------------------------------|---|
| R elational approach | We want to spend time with students |
| E ncouragement | We want to make students feel valued |
| L aughter and Celebration | We want to help students enjoy life |
| A cceptance | We want to love students where they are |
| T ransparency | We want to be real with students |
| I nvolve ment of students | We want to get students participating |
| O utreach | We want to reach the lost students |
| N umerical growth | We want to reach the masses |
| S piritual growth | We want students to mature |
| H omelike environment | We want students to feel like they belong |
| I ntimate relationships | We want students to feel cared for |
| P rofessional demeanor | We want to do things well |
| S trategic follow up | We want to know where students are |

2. Commit to a role in our ministry

Secondly, you need to commit to a program.

Option A:

Program: Friday Nights
Friday Night's 7:30 PM, Sunday Worship Service 9:55 AM

Leadership Role: Gathering Greeter Leader

We need adults to greet, learn names, talk to students, encourage students and help create an accepting atmosphere.

Option B:

Program: Sunday School
Sunday School 11:30AM, Sunday Worship Service 9:55 AM

Leadership Role: Teaching Sunday school to either Middle School or High School class

Option C:

Program: Discipleship
Set times will vary according to individuals or group, Sunday Worship Service 9:55 AM

Leadership Role: Disciple youths one on one, or in a small discipleship group.

There are many other opportunities to get involved in our ministry. The three listed are the best place to start. If you have a specific gift and desire, we would love to talk with you about your ideas. More specifics follow.

3. Grow as a minister

The third key component to being effective in ministry is to develop as a minister.

Our goal for our advisors-volunteers is to move people from program-directed ministry to self-directed ministry. As you grow in this ministry, you will develop a strong sense of your purpose in the life of our students. Out of this sense of purpose grows direction and vision for how you make a difference in students' lives.

The keys to developing as an Advisor are:

- **TIME**--be patient; it just takes time.
- **PARTICIPATION**--going to special events and Youth Retreat will help solidify your relationships with students.
- **INITIATIVE**--the more you invest, the more you will get out of it. Your relationships will grow deeper as you invest your time.

Detailed Expectations: Friday Night Leader

(Ministry Description - Option A)

I. Call

To create a comfortable environment for students. This comfortable environment includes facilitating conversation, remembering names, and caring for immediate needs.

This is a vital role within our ministry because a student won't become theologically aware of God's love if he/she doesn't feel loved by anyone in a crowded room.

II. Commitment

Arrive at least 15 minutes prior to the start of Friday Night's and Sunday Worship. Early arrival demonstrates care. Arriving before the students will allow you to get situated and greet students as they enter the room.

Be a greeter. Shake hands, touch (appropriately), and help students feel welcomed and valued.

Encourage student interaction. Introduce students to other students and facilitate group interaction during ice breaker/games and other interactions.

Know Students' Names. More than anything else, students love to be known by their name. As our group continues to grow, so does the need for knowing students' names. Leadership involves the positive recognition of students by their name.

Help visitors with filling out our information card. Help visitors fill out the information card that will place them on our mailing list and attendance sheet.

Model genuine worship during singing. The genuine worship of believers can witness effectively to seekers. Singing during the worship songs models a true heart after Christ.

Ask students..."Will I see you next week?" Foster a recognize-level interaction by asking to see them the following week.

Follow-up for regulars. Write a quick note (3 lines) to the regular students from your table who missed a week (you can give the letter to the Youth Pastor or Care Advisor/Cabinet member and the church will mail it during the week).

Respond to noise and disruption. Encourage students to pay attention and to respect the attention of others during the message.

III. Time Commitment

WEEKLY time commitment:

Regular attendance at Friday Night's each week: Arriving 15 minutes early and staying 15 minutes after the service ends to carry on conversation and write a quick note. 2 hours per week.

This translates into a **MONTHLY** time commitment of:

Friday Night's--8 hours

Mandatory Advisors meeting--2 hours

Total per month - 10 hours

Optional: Connect with students outside of the weekend worship service--2 hours

IV. Character

We need leaders who consistently pursue an authentic and growing faith in Christ. We want our youth leaders growing spiritually and relying on God's power and wisdom. We want our leaders praying that they will see students the way Jesus sees them, listen to students the way Jesus listens, and speak to students the way Jesus would speak to them.

Detailed Expectations: Sunday School Teacher

(Ministry Description - Option B)

I. Call

To oversee and teach Sunday school for high & middle school students.

II. Commitment

Lead, teach, facilitate a Sunday school class. Consult with Youth Pastor, Christian Ed person, to decide on appropriate curriculum.

III. Time Commitment

Discipler's **WEEKLY** time commitment:

Sunday School 1.5 Hours

This translates into a **MONTHLY** time commitment:

Sunday School 6 Hours

Total per month –6hours Plus prep time

IV. Character

We need teachers willing to teach Sunday school to the middle school and high school students. It would be a quarter by quarter commitment.

Detailed Expectations: Discipler/Mentor

(Ministry Description - Option C)

I. Call

To oversee and care for the spiritual development of a youth or small group of high & middle school students (same sex).

II. Commitment

Minister to the needs of 1-5 students.

Help create an environment of community, family, and encouragement within a small group.

Follow-up on students' needs (as needed) throughout the week through letters, phone calls or personal visitation.

III. Time Commitment

Discipler's **WEEKLY** time commitment:

Various meeting times-1.5 Hours

Friday Night's-2 hours

One letter or phone call-15 minutes

This translates into a **MONTHLY** time commitment:

Friday Night's-8 hrs

Mandatory Advisor Meeting-2 hrs

Letter and phone calls-1 hrs

Meeting with students-Will vary

Total per month – roughly 13 hours

(For the same amount of time most people spend watching TV, you could be making a priceless contribution to the Kingdom by loving and discipling a youth.)

IV. Character

We need leaders who consistently pursue an authentic and growing faith in Christ. We want our high school leaders growing spiritually and relying on God's power and wisdom. We want our leaders praying that they will see students the way Jesus sees them, listen to students the way Jesus listens, and speak to students the way Jesus would speak to them.

How To Become A Youth Ministry Advisor/Volunteer: The Application Process

1. Express Interest

You may have an interest, but are unsure where you can help. Some of the most unlikely people make the greatest youth leaders, so take the next step as you prayerfully consider this ministry.

2. Initial Contact By Church Staff

This is an opportunity for us to briefly get to know each other and for us to hear your desire to be involved in students' lives. We will give you a general overview of the ministry and arrange for you to visit and observe our programs.

3. Receive Youth Ministry Material

This packet gives you the basic information about different areas in our high school ministry, including a list of programs, meeting times and places, and the philosophy behind the programs.

4. Observe Programs

While you are still in the process of completing the application packet, you are encouraged to observe our programs. This is an important opportunity to get a feel for the ministry without having expectations or responsibilities placed on you. You will have a chance to meet students, other advisors, and write questions and thoughts for an upcoming meeting. Observing can often be overwhelming or uncomfortable (students don't typically go out of their way to make you feel welcome until you get to know them). This is a natural feeling and we encourage you to continue observing.

5. Prayerfully Consider Your Commitment

We want you to take time to pray and think through this commitment as well as seek counsel of family and/or friends about your commitment.

6. Complete Application Packet

This application packet was developed with care in order to obtain appropriate information to be used in the selection process. Two references need to be completed. You can choose a 1) pastor 2) close friend and/or 3) an employer within the past year.

7. Interview with Staff

This is an opportunity for you to share thoughts from your observations, describe your spiritual journey, and discuss in more detail your gifts and desires for working in the high school ministry.

8. Follow-up Placement Meeting with Staff Leader

Based on your SHAPE and time availability we will discuss a more specific job description. You will meet with the staff leader in the specific area of ministry that best suits you.

9. Return Signed Commitment Sheet

Once you've decided you want to make a commitment, you'll sign a commitment contract that lays out agreements and expectations for ministry. We will also make sure all of your application material is received.

10. Begin Ministry

This date will vary depending on your involvement and desire. Typically we plug new leaders in three times a year, January, June and September.

11. Participate in 30-Day Check-up Meeting

After your one-month mark, you will meet with staff to evaluate your feelings and perceptions of your involvement. Throughout the year we will continue to evaluate your ministry involvement in order to adjust your role to better fit your style, personality, and strengths.

What You Can Expect From Our Staff

- Structure and leadership
- Encouraging words
- Training and learning opportunities
- Letters of support and direction
- Prayer and support
- Challenges to develop your ministry

Congratulations, you made it through this packet. I know it seems like a lot of information, but through this "process" you will learn valuable information to make your transition into the youth ministry much easier. I hope you will continue on and complete the application and distribute your reference forms.

Youth Advisor Volunteer Application

General Information

Name: _____ today's date: _____

address: _____

E-mail: _____

date of birth: _____ phone day: _____

occupation: _____ phone night: _____

employer: _____

Work Status: part time full time student
Marital Status: single married divorced

Education

high school: _____ year graduated: _____

college / trade school: _____ year graduated: _____

degree: _____ minor: _____

other education: _____ year graduated: _____

Where have you previously served in the church? _____

Personal and Spiritual History *(please answer these questions on another document)*

Write a brief testimony about how you became a Christian (include date).

Write briefly about significant events in your life that have impacted you spiritually.

How would you describe your current spiritual growth?

What is your previous experience serving in ministry?

What accountability do you currently have in your spiritual journey?

Define discipleship. What experience do you have in being disciple and discipling others?

Why do you want to serve as a Youth Advisor?

What do you believe to be your spiritual gifts? In what ways would you use them in our ministry?

Are there any special issues or concerns happening in your life right now that might negatively impact your ministry with the high school students?

Legal and Lifestyle Concerns

In caring for students, we believe it is our responsibility to seek an adult staff that is able to provide healthy safe, and nurturing relationships. Please answer the following questions accordingly. Any special concerns can be discussed individual with the pastoral staff.

Are you using illegal drugs? yes no

Have you ever gone through treatment for alcohol or drug abuse? yes no

If yes, please describe.

What is your view on drinking alcohol?

Have you ever been arrested and / or convicted of a crime? yes no

If yes, please describe.

Have you ever had sexual relations with any minor after you became an adult? yes no

Have you ever been accused or convicted of any form of child abuse? yes no

If yes, please describe.

Have you ever been a victim of any form of child abuse? yes no

If yes, would you like to speak to a counselor or pastor?

Are you willing to be finger printed for State Criminal Conviction Clearing? yes no

Ministry

How long have you attended Chinese Evangelical Church? _____ Are you a member? yes no

List the date and activities of other ministry experiences here at CEC, and the reasons for ending that ministry.

| date stated | ministry / activity | date ended | reason |
|-------------|---------------------|------------|--------|
| | | | |

Describe any other ministry / church experience you have been involved with.

The information contained in this application is correct to the best of my knowledge. I, the undersigned, give my authorization to Chinese Evangelical Church or its representatives to release any and all records or information relating to working with minors. CEC may contact my references and appropriate government agencies as deemed necessary in order to verify my suitability as a youth worker. I understand that the personal information in this application will be held confidential by the professional Church staff.

signature: _____ today's date: _____

Advisor/Volunteer Staff Commitment Sheet

Chinese Evangelical Church Youth Ministry Advisor/Discipler Commitments

After observation of the ministry, time I have spent in prayer, and discussing with my family the commitment involved with being on youth staff, I choose to commit to the following:

- I acknowledge the Lordship of Jesus Christ in my life and I have a personal relationship with Him.
- I am committed toward growing and maturing in my relationship with God through quiet times, active attendance at church, and involvement in accountability.
- I am committed to choices and a lifestyle that are both Godly and "above reproach", knowing that my lifestyle is a model for the students.
- I am making a commitment to the youth ministry for at least the full school year.
- I will attend monthly staff meetings.
- I will make a committed *attempt* to help recruit at least one other adult volunteer for our growing needs in youth ministry.
- I understand the philosophy of this youth ministry and agree with its purpose and commit to shepherding students that God brings to me.
- Because I am making a significant commitment and my presence is important, I agree to be consistent and timely to the program(s) I commit myself to. I also agree to communicate with Brandon Yu if I will be absent.

I am making a commitment to at least one of the following programs:

- Friday Night's - Fri. 7:30 PM
- Sunday School 11:30AM
- Discipling -: _____

Signature: _____ Date: _____