

xxxxxx Church Youth Group Leader [over 18] Role Outline & Volunteer Agreement

Name of Volunteer:

Team Name: Youth Team

Workforce: Child [youth Group]

When & where group meets:
XXXXXXXXXX Church at various times

Age range of children/youth

- 12 to 18 years

Person to whom responsible: The Church Youth Pastor

Training needed:
Health & Safety, Fire procedures and Safeguarding

Date training to take place: Within 6 months of appointment, and occasionally thereafter.

Date/month when this role Outline is to be reviewed: April 2017

General Principles:

Workers with children & young people must have a commitment:

- To treat all individuals with respect.
- To recognise and respect their abilities & potential development
- To promote their rights to make their own decisions and choices, unless it is unsafe.
- To ensure their welfare and safety
- To the promotion of social justice, social responsibility and respect for others
- To confidentiality - never passing on personal information, except to the person to whom you are responsible, unless there are safeguarding issues of concern (e.g. allegations of abuse). Safeguarding issues of concern must always be reported to the police or social services and the Diocesan Safeguarding Adviser.

It is the responsibility of the PCC to provide a supportive, inclusive and positive environment that ensures that volunteers enjoy their work and are treated with respect and courtesy and that appropriate training is provided.

Responsibilities & Duties/see over page.

Signed: _____ Date: _____
Youth Pastor

To be completed by the Youth Group Leader

I have understood and agree to the nature of the work I am to do with children & adults with experiencing, or at risk of abuse or neglect. I am happy to undergo training as required.

I have read the Safeguarding Policy & Safeguarding Agreed Practice Guidelines produced by the PCC. I understand that it is my duty to protect those children & adults experiencing, or at risk of abuse or neglect with whom I come into contact. I know how to minimise risk and what action to take if abuse is discovered or disclosed.

I understand that an Enhanced DBS check is a requirement of the role.

Signed: _____ Date: _____ P.T.O.
Youth Group Leader

Youth Group Leader [over 18]

You are a vital part of the youth work here. We couldn't run the Youth Group without you! We want you to enjoy being a leader and also to get as much out of the experience as possible. The following outlines what is involved in being a Youth Group leader. We lead the Youth Group as a team and as a member of that team you are totally welcome and free to ask questions, share concerns, offer ideas. We're all in this together!

Responsibilities & Duties

Before the session:

- To arrive 20 minutes before the session begins.
- To help set up for the session
- To take part in the pre-group team meeting

During the session:

- To assist in the practical running of the Youth Group. This may involve:
 - Signing people in
 - Working in the tuck shop
 - Serving at the coffee bar
 - Operating the sound desk
 - Leading an activity from the stage
 - Traffic Control
- To supervise young people/activities
- To be welcoming, friendly, respectful and helpful to all young people
- To set a good example of behaviour, language and attitude to the young people.
- To make an effort to get to know the young people
- To help in applying the Youth Group Behaviour Management Policy
- To sensitively and appropriately share Christian values and beliefs with the young people.
- To respect fellow team members.
- To acknowledge and respect the leadership of whoever is in charge of the session.

After the session:

- To stay until at least 20 minutes after the session has ended.
- To help to tidy up, empty bins, replace bin bags, Vacuum the floors and clean where appropriate.
- Traffic control
- To take part in the post-group team meeting

Expectations:

As a leader you are expected to:

- Work according to the Role Outline/Volunteer Agreement:
- Work within the Parish Safeguarding Policy:
- Attend team training sessions [these will be on the first Friday of each term]
- Inform the youth leader in charge if you are unable to be at a session
- Meet with the Youth Pastor once a year [or more often if necessary] to review the work that you're doing and raise any issues that you may have.

If you are happy to work according to this Role Outline/Volunteer Agreement and to meet the expectations set out above, please sign the previous page. This is not intended to be overly formal or heavy but it's a good way to ensure that you are aware of the role you've taken and happy to be a Youth Group Leader.