

STEPS TO BECOMING SOLID ROCK ADULT STAFF

1. Express Interest

The first step in bringing adults on to the staff is through interest. This is either by them approaching a current staff or leader and expressing interest or by someone on staff who has asked a potential adult if they would like to consider working with youth. They will then be directed to step two.

2. Initial Conversation

Step two is an informal conversation between the applicant and a member of the Solid Rock Adult Leadership Team. This can be an informal meeting at a coffee shop or at church, whatever works best and feels most comfortable for both parties. In this conversation the following should be discussed:

- i. The steps to becoming a Solid Rock Adult Staff member should be reviewed
- ii. Why they are interested in working with Youth
- iii. What ideas and preconceptions they have about High School youth
- iv. A Brief overview of Solid Rock including:
 - a. Solid Rock's purpose, mission, and values
 - b. When & where each program meets
 - c. The purpose of each program
 - d. Adult and Student Leadership Structure
 - e. Special events such as mission trips and retreats
- v. What we need in our staff members
 - a. Growing faith in God
 - b. Living a life for Christ
 - c. Sincere interest in students lives and well being
 - d. An open heart
 - e. A willingness to learn
 - f. A team mentality
 - g. Dedication
 - h. A servants heart
- vi. Discuss this process might take some time and ask for their patience

3. Receive the Youth Ministry Packet

After the conversation with an Adult Leadership Team member the applicant will be given the Youth Ministry Packet. This can be given to them during the conversation or mailed to them. The packet will include:

- a. A Welcome letter
- b. Overview of what students need in a leader
- c. Purpose & values
- d. Job descriptions
- e. Involvement steps
- f. Solid Rock Brochure
- g. Solid Rock Leaders Guide
- h. Church application, background check, and Solid Rock specific forms

4. Attend St. Stephen's Child & Youth Safety Policy Training

Training classes are offered the first Tuesday of every month from 7-8pm in the Library. Applicants must sign up with the church office to attend this class. During this time the applicant will turn in the background check and the church application. All other Solid Rock forms are to be turned in to the Solid Rock Adult Leadership Team at another time.

5. Observe Programs

Once the applicant has passed the background check they will be invited to observe Solid Rock programs. We request that the person attends two Sunday evening events, one Coffee Shop Talk, and one Sunday Morning Lounge. During this time there will be no expectations of them teaching or leading, just observing the programs and how the group functions in different situations.

6. Turn in Application

Once the interested person has observed our programs they can turn in their application and Solid Rock forms to an Adult Leadership Team member.

7. Interview

Once the Youth Director reviews the application, an interview will be scheduled. The interview should be with the Youth Director and another member of the Adult Leadership Team. During the interview concerns from both sides should be addressed and any questions that may have arisen though the process can be answered at this time. A commitment sheet will be given to the applicant and reviewed with them.

8. Prayerful Consideration

We will ask the applicant to take some time and pray about this decision. The applicant can turn in the commitment sheet when they are ready to begin serving unless the Adult Leadership Team decides to request they pray about it for a certain length of time.

9. Return Signed Commitment Sheet & Begin Serving

Commitment Sheets should be turned into the Youth Director. Once it is received the new staff member will be contacted about beginning ministry and scheduling dates. Commitment Sheets will be signed by all Staff Members at the beginning of each new year.

10. 30 Day Check-Up

After the new staff member has been working in the ministry for a month the Youth Director will schedule a time with them to check in on their progress. We will discuss their comfort level, attitude, and performance. Discussion about further involvement and more specific roles will take place at this time as well.