



Children's and Student Ministries Confidential Team Member Application

Thank you for your interest in Children's and Student Ministries at Highlands Community Church. We are excited about the possibility of you joining one of our teams that work with children and students. Each team is committed to excellence in our ministry to the glory of God.

Parents entrust to us their most precious treasures, their children. By joining this team, you agree to follow the expectations set forth by the leadership to ensure the safest quality experience we can provide. We are excited about the life change we see happening in each of our ministries—in both our kids and leaders. This is a great place to be!

We take the safety of our children and youth, as well as our team members, very seriously. We screen and conduct background checks on all team members involved with minors at Highlands. Please complete this application and return it to us to begin the placement process. Upon completion of this process and approval from the ministry leaders, we will extend an invitation to you to join the ministry team. We appreciate your understanding that we cannot allow you to serve until this step is completed.

Again, thank you for your desire to serve the Lord. If you have any questions, please do not hesitate to contact our office at 425.255.4751.

In Christ,

Derek Nelson
Children's and Student Ministries Team Pastor

Demographic Information

Please note: A copy of your driver's license and a completed application are required before placement in Children's and Student Ministries.

Name: _____ Alias/Maiden Name: _____ Male Female
Last First MI

Address: _____
*Street *City *State *Zip

Home Phone: _____ Cell Phone: _____ Best time to call: _____

E-Mail address: _____ Do you check email frequently? _____

Spouse's Name: _____ Children's Names and Ages: _____

Do you have a personal relationship with Jesus Christ? _____ Briefly describe: _____

How long have you attended Highlands Community Church? _____ Church Member

If not HCC, what church do you attend? _____

Please Check All That Apply:

- | | | |
|---|---|--|
| <input type="checkbox"/> Starting Point | <input type="checkbox"/> LifePoint Connection | <input type="checkbox"/> LifePoint Advantage |
| <input type="checkbox"/> In a Small Group | <input type="checkbox"/> Church Member | <input type="checkbox"/> Baptized |

Please list any other Highlands ministries that you are currently involved in or have been in the past: _____

Personal References: *(Must be over 18 years old and not related to you and not HCC staff; one or both may be contacted). References will be contacted via email.*

Name: _____

Email Address: _____

Phone: _____ How long have you known him/her? _____

How do you know him/her? _____

Name: _____

Email Address: _____

Phone: _____ How long have you know him/her? _____

How do you know him/her? _____

Ministry Preference Renton Campus Kent Campus

Check the ministry/ministries you will be serving in:

Children's Ministries

- | | | |
|---|--|---|
| <input type="checkbox"/> Nursery (infants—toddlers) | <input type="checkbox"/> Early Childhood (twos—kindergarten) | <input type="checkbox"/> Elementary (1—6 grade) |
| <input type="checkbox"/> God's Love Express | <input type="checkbox"/> Awana | <input type="checkbox"/> Vacation Bible School |
| <input type="checkbox"/> Upward Basketball & Cheerleading | <input type="checkbox"/> S.P.I.C.E. | <input type="checkbox"/> Other |

Student Ministries (Grades 7-12)

- | | | |
|---|--|--|
| <input type="checkbox"/> Jr. High Sunday Morning | <input type="checkbox"/> High School D-Group (mid-week) | <input type="checkbox"/> Tech Support/Worship Team |
| <input type="checkbox"/> Jr. High Events & Activities | <input type="checkbox"/> High School Events & Activities | <input type="checkbox"/> Administrative Support |
| <input type="checkbox"/> Jr. High Camps & Retreats | <input type="checkbox"/> High School Camps & Retreats | <input type="checkbox"/> Other |
| <input type="checkbox"/> Bible Quiz Team | | |

Why would you like to work with children or youth at HCC? _____

Special interests / hobbies or certifications (first aid/CPR) _____

Safety & Security

The questions listed below are a part of our interview process in order to help provide a safe and secure environment for our children and students. All information is held strictly confidential by the Children's and Student Ministries staff. Answering "yes" to any of the questions may not necessarily preclude your involvement in Children's and Student Ministries. You may explain on a separate piece of paper if you desire.

- Do you use illegal drugs or have you ever been hospitalized or treated for alcohol or substance abuse? yes no
- Have you ever been arrested for a criminal offense excluding minor traffic violations? yes no
- Have you ever been accused of, arrested for, or convicted of any sex related or abuse related crimes? yes no
- Are there any circumstances involving your life-style or your background that would call into question your ability to work with children or students? yes no

Team Member's Covenant

Having committed to the ministry of teaching and the habits essential for spiritual maturity, I commit to:

- *attend a weekend worship service regularly.*
- *prepare for ministry by maintaining and growing my personal relationship with Christ.*
- *support the ministry by praying for the church and Children's and Student Ministries staff, other teachers, and specifically the children or students in my ministry.*
- *cooperate with other ministries and place the greater good of the whole body over the needs of my ministry.*
- *my personal growth and education by participating in team member enrichment times.*
- *agree to teach according to the doctrinal statement of Highlands Community Church.*
- *agree to use wise and sound judgment while others are in my care.*
- *removal from the ministry at the discretion of church leadership if deemed necessary.*
- *fall under the Scriptural authority of the Highlands Community Church Staff Leadership and Board of Elders during my service as a team member.*

I agree to follow the policies of Highlands Community Church and to refrain from unscriptural conduct in the performance of my services on behalf of the church. I understand that all personal information will be held confidential by the professional church staff. I give Highlands Community Church permission to automatically process my background every two years as long as I am serving in Children's and Student Ministries. I understand that if any information proves to be incorrect or incomplete that grounds for the canceling of any and all offers of employment or ministry service will exist and may be used at the discretion of Highlands Community Church Children's and Student Ministries pastoral/director staff.

National Background Search Agreement

Highlands Community Church contracts with a national background check service. Your completion of this application and signature implies consent for this process.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct. I understand that a request for Criminal History Information, Child/Adult Abuse Information Act RCW 43.43.830 through 43.43.845 will be made by Highlands Community Church on my past history. I give this church permission to check my references, church history, personal or criminal background using the information I have provided. I willingly permit this background check.

This Authorization and consent for release of personal information acknowledges that Highlands Community Church (hereafter referred to as "Organization") and/or its agent, Protect My Ministry, may now, or at any time I am assigned to, volunteer with, or am employed by this Organization, conduct investigations whether the records are of a public, private or confidential nature.

CONTINUED ON REVERSE SIDE 

These investigations might include, but are not limited to, searches of educational institutions attended; state driving records; financial or credit institutions, including records of loans; records of commercial or retail credit agencies; other financial statements; records of previous employment, including work history, efficiency ratings, complaints and grievances filed by or against me; records and recollections of attorney-at-law or of other counsel, whether representing me or any other person (in either a civil or criminal case in which I have been involve); records from the U.S. Veterans' Administration; criminal history information of file in local, state or federal agencies; and motor vehicle records, and following an employment offer, workers' compensation reports from either the Department of Labor, National Personnel Records or the Industrial Commission or similar agencies under the provisions of the Fair Credit Reporting Act 15, USC section 1681 et seq. I also authorize the National Personnel Records Center, or other custodian of my military service record, to release to Protect My Ministry, the following information and/or copies of documents from my military service record: DD214, service record, and any disciplinary records.

I understand that these searches will be used to determine work assignment or employment eligibility under the organization's employment or volunteer policies. Therefore, I authorize and consent for full release of records (either orally or in writing) to the authorized representatives of the organization. In addition, I release and discharge the organization and its agent and associates to the full extent permitted by law from any claims, damages, losses, liabilities, costs expenses or any other charge or complaint filed with any agency arising from retrieving and reporting this information. I understand that according to the Federal Fair Credit Reporting Act, I am entitled to know whether employment was denied based upon the information obtained and to receive, upon written request, a disclosure of the background report. I also understand that I may request a copy of the report from **Protect My Ministry at 1-800-319-5581**. After reading this document, I fully understand its contents and authorize the background verification.

COMPLETION OF ALL INFORMATION BELOW REQUIRED FOR NATIONAL BACKGROUND CHECK:

Applicant (Print name) _____ Date of Birth _____

Applicant Signature _____ SSN _____

(For those 18 years and older. Will be blacked out after use and locked in a secure cabinet.)

Date _____

RETURN TO: Highlands Community Church, Children's and Student Ministries, 3031 NE 10th Street, Renton, WA 98056



Children's & Student Ministries
3031 NE 10th Street
Renton, WA 98056
425-255-4751
www.HighlandsCC.org

Helping people find and follow Jesus.