

Volunteering at Monte Vista Presbyterian Church

This is a fun place to serve with a variety of ways to get involved! As part of the team, you'll have the opportunity to have an impact on all the children, teens and families who walk through the doors each week. If this sounds good, keep reading.

WHAT'S THE PROCESS?

Submit your application.

Once you've submitted this application, our staff will process your background check, contact your references and keep you updated on the progress of your application.

Complete training.

The training required is dependent on your area of interest. Most of the training is online and can be completed at home.

Observe.

After your application and background check has been completed, we'll contact you to observe in a specific area. You'll be serving alongside experienced volunteers who will show you the ropes. You may check out several areas until you find the best fit for you.

Join a team.

Now it is time for you to select a ministry area. At this time, you'll be given instructions and guidelines specific to your role.

Questions?

Middle School Director
Megan Oertli
meganoertli@gmail.com
805-827-2220

High School Director
Hope Stephen
hopestephen143@gmail.com
805-559-0910

WHAT AM I COMMITTING TO?

Time commitment varies depending on the serving role you choose.

- We ask that Sunday School, MSG, Pipeline, and Riptide volunteers commit to serving for the school year (September through August).
- Volunteers in the Nursery commit to serve a minimum of once a month for a full year (September through August).
- For weekend roles, volunteers arrive 30 minutes before the service starts. Also, we encourage all volunteers to attend a service each week, in addition to the time when you serve. This will keep your soul healthy and your heart in a place that is ready to share God's love!
- We're all in different places in our journey and that's okay. But we ask that those who work in Preschool through 12th grade be Christ-followers.

WHAT ABOUT MY OWN KIDS?

Children two years old and younger can stay in the Nursery for two services while you are serving.
Children three years old (and potty trained) through 5th grade can attend Sunday during the 10:30 service.

CAN STUDENTS VOLUNTEER?

Realizing that there are other great opportunities for growth at Monte Vista, we require that student volunteers also attend their small group or the church service at Monte Vista in addition to serving. Student volunteers who are 14 years old or older can serve in the following age groups (after completing a Student Volunteer Application and always alongside an adult volunteer; age requirements may differ depending on the role):

14-15- year -olds can serve with kindergarten through 1st grade

16-17 -year -olds can serve with 1 -year- olds through 8th grade. They must be at least four grade levels beyond the age group with which they are serving.

Must be at least 18 years old to serve with children under the age of one.

WHY MUST I UNDERGO A BACKGROUND CHECK?

Monte Vista Presbyterian Church has developed a screening policy for all volunteers and employees who may have contact with our students. This policy includes conducting a criminal records search. These steps meet California's legal requirements regarding volunteers working with minors.

We want to assure all volunteers, employees, and others that the information obtained from a background check will be held in the strictest of confidence. This form will be kept in a locked cabinet and will be seen only by the office administrator. If it is deemed necessary to disclose information on this form to any other administrator, that information will not be released without the prior knowledge of the volunteer.

MVPC CHILDREN/YOUTH VOLUNTEER APPLICATION

Name: _____

Previous names (include maiden): _____

Circle one: MALE _____ FEMALE _____ NONBINARY _____

DOB: _____

Full Address (Street, City, State, Zip):

Cell Number:

Email Address: _____

Employer: _____ Position: _____

List States and Counties of residence for the past seven years (other than above)

County	State

Marital Status (check 1) Single _____ Married _____ Divorced _____
Widowed _____ Separated _____ Other _____

Spouse/Life Partner Name

ABOUT YOU

Because you will be a role model to kids, we need to know more about you. Please answer the following questions. If your answer is yes to any of the questions, please explain. You may choose to discuss your answers privately with a member of the staff, rather than answer of this form. Answering yes will not automatically disqualify you.

How long have you been attending Monte Vista Presbyterian Church? _____

What service do you typically attend?

8:30AM Sunday _____ 10:30AM Sunday _____ Other _____

Tell us a little about yourself: (We just want to get to know you, so tell us whatever you feel comfortable sharing.)

Tell us where you are in your spiritual walk:

• I'm exploring my faith _____ • I'm not sure _____ • I'm a Christ-follower _____

Please explain.

What prompted you to fill out an application?

Any special talents, abilities, skills, or experiences that may be helpful? We want to place you in a position that you enjoy!

SERVING OPPORTUNITIES

What is your availability? (Check all that apply)

- During the week _____
- Weekend Services during 8:30 am _____ 10:30 am _____
- Special Events _____

What areas most interest you? (Check all that apply)

WEEKEND OPPORTUNITIES:

- Serving in a Sunday School classroom _____
- Check-in and welcoming new families _____
- One-on-one helper with a kid who has special needs _____
- Security (hallway and bathroom duty) _____
- Substitute when and where needed _____
- Facilitate a small group (The Middle School Gathering) _____
- Serving in the Nursery _____

WEEKDAY OPPORTUNITIES:

- Prepping the Sunday School classrooms _____
- Administrative tasks (data entry, mailings, etc.) _____
- PCH Kids (4th & 5th Grade) _____
- Facilitate a small group
(Middle School - Pipeline / High School - Riptide)

SPECIAL EVENTS:

- Vacation Bible School _____
- Mission Trips & Service Opportunities _____
- Winter/Summer Camp (Jr. & Sr. High) _____
- Babysitting for church events _____

Want to serve directly with kids? What age do you prefer? (Check all that apply)

Birth to 2 years _____ PreK to 2nd Grade _____ 6th to 8th _____

2 & 3 years _____ 3rd to 5th _____ 9th to 12th _____

You're doing great. Almost finished. It will all be worth it once you have your own name tag and all the goldfish you can eat (crackers, that is).

PERSONAL REFERENCES

List three adults you have known for at least one year, who are not related to you, and have a definite knowledge of your character and ability to work with kids and teens (e.g., pastor, close friend, teacher, and/or employer).

NAME _____ LENGTH OF TIME KNOWN _____

PHONE: HOME/MOBILE/WORK

EMAIL

NATURE OF ASSOCIATION

OCCUPATION

NAME _____ LENGTH OF TIME KNOWN _____

PHONE:
HOME/MOBILE/WORK

EMAIL

NATURE OF ASSOCIATION

OCCUPATION

LEGAL STUFF

Okay, here's some formal stuff required by the state. We don't really talk like this, but we couldn't figure out how to say all this in kid-friendly language. So put your glasses on, read it, and sign it, please.

I understand:

(1) A background check will be performed on all persons eighteen years of age and older through LiveScan.

(2) The information that I have provided may be verified, if necessary, by contacting persons or organizations named in the application, or by contacting any person or organization that may have information concerning me.

(3) I understand that my involvement with Monte Vista Presbyterian Church children's and youth ministry is influenced by the information provided by all these sources.

(4) Individuals have the right to review their own criminal history documents. If a person believes that their criminal history is inaccurate, they have the right to appeal, and Monte Vista Presbyterian Church will assist them in that appeal if such is made within a reasonable time from the date it was produced.

(S) This Criminal Background Check application contains confidential information and will be stored in a secure area and only reviewed by essential personnel. The application will be maintained as long as the individual remains a volunteer serving in the Monte Vista Presbyterian Church children's or youth ministry.

(6) While I understand that the Monte Vista Presbyterian Church is only interested in securing criminal history information about me, I also understand that the background check report may include but is not limited to my driving history, including any traffic citations; a social security number verification; present and former addresses; criminal and civil history/records; and state, county, and national sex offender records. I affirm that the information I have provided is true and correct.

Name:

Signature: _____ Date: _____

After you complete this form, please drop it off at the church office or mail it to:
Monte Vista Presbyterian church
3797 Lynn Road
Newbury Park, CA 91320