

VOLUNTEER AGREEMENT – INCLUDING ROLE OUTLINE

Church Councils must agree the duties and conditions with each volunteer. Complete this form for each group you wish the volunteer to work with. This agreement should also be reviewed at least annually. Copies should be held by the group leader, the church council and the volunteer.

The Church takes the safety of everyone within the church very seriously and expects that everyone will work within the church safeguarding policy. In particular, the Church expects anyone who becomes aware of a safeguarding risk or of actual abuse, to immediately raise this with the Safeguarding Officer or the Minister*.

To be completed on behalf of the church council (or other appointing body) with the volunteer

Church:	
Circuit:	

Attend Youth Alpha sessions agreed in consultation with the Youth Alpha Team Leader

Name of Worker:

Inform the Youth Alpha Team Leader of availability to attend the Youth Alpha sessions.

Name of Group/Club: (e.g. Junior Church/Luncheon Club for Disabled People)
Youth Alpha Team Member
Location of Meeting:
Day and Time:
Frequency:
Age range of Children and Young People under 18/description of vulnerabilities

Inform the Youth Alpha Team Leader if unable to attend a scheduled session as soon as possible.

Register with the Youth Alpha group online prior to the start of the Youth Alpha group.

Attend Youth Alpha training sessions for the Youth Alpha team prior to starting the course.

Prepare for the sessions by watching the online videos and reading the supporting information.

Taking the lead role of some of the sessions (agreed with the Team Leader in advance)

Meet with team Leader, team members and young people to share in food and conversation prior to the viewing of online material.

Person to whom directly responsible/supervising (e.g. Youth Group Leader/Church Community Worker/Minister):
Church Council
The appointing body to whom the group is responsible (e.g. Church Council)
Church Council

Meet to discuss, plan and contribute to the Youth Alpha away day as agreed by the Youth Alpha Team Leader

Required for the role:

Safeguarding training- Creating Safer Space Foundation module, or willingness to work towards this in the first 6 months of role starting.

What training is needed or planned this year
Induction Safeguarding Foundation Module

Satisfactory Enhanced DBS from the Disclosure and Barring Service

To follow the guidelines of the Safeguarding Policy Christian faith

Commitment to pray for young people, families and team members in the group.

When is the training to take place (usually within a year)
Induction upon appointment Safeguarding training within 6 months of appointment
Who is responsible for arranging the training? (ensuring it takes place)
Church Council

Ability to establish positive and productive relationships with young people and families.

Ability to work in a team.

Date/month when this role description is to be reviewed (i.e. toward the middle and end of a probationary period and then annually)
6 months

Signed: [on behalf of the Church Council/other appointing body]	Date:
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To be completed by the worker	
I have understood the nature of the work. I have read the guidelines produced by the Church for safeguarding children and young people/vulnerable adults. I understand that it is my duty to protect the children, young people and vulnerable adults with whom I come into contact. I know what action to take if abuse is discovered or disclosed.	
Signed:	Date:

NB: All information will be held in accordance with current data protection legislation. Form A - Part 1 Registration form and Confidential Declaration must also be completed.