

HighPointYouth (HPY) Leader Application Packet



Dear Potential HPY Leader-

I'm glad you're interested in working in our ministry to students!

HighPoint is always looking for volunteers to serve on our team. We believe that solid ministry is built on the relationships between students and adult leaders. Relationships are key to students feeling loved and understanding God's love in practical ways. This is when real spiritual growth takes place in a students' life.

The quality of our staff is very important. We are looking for men and women who have a commitment to Christ and a desire to care for students. With prayer and consideration, read the enclosed material. I encourage you to observe one of our Sunday or Wednesday weekly programs before making a decision. Then fill out the application. Because we place great value on this ministry, we place great value in our staff.

Once I receive your application, I will call you to schedule an appointment. All information will be kept strictly confidential.

Youth ministry is a great way to invest your time and serve the Lord! I'm looking forward to meeting with you and spending some time talking about your hopes and desires for ministry. If you need to reach me, feel free to call.

Blessings,

Mike Horton

Youth Pastor

HighPoint Fellowship

mike@hpf.org

512-731-0064

www.highpointyouth.org

www.twitter.com/HPYconnect



WHAT STUDENTS NEED FROM CARING ADULTS

Changing the youth world happens one student at a time. The truth is, students don't connect to programs...they connect to people. The most effective way to influence students is through significant relationships with key people in their lives. Our goal is to develop leaders who minister to students. Students need adults who will:

- love God and live for Him
- be interested in their lives
- take initiative to spend time with them
- pray for them
- be real
- say encouraging words
- believe in them
- laugh
- go to "their world"
- remember their names
- share God's love through personal experience
- be consistent to the programs
- be patient & positive
- enjoy life

HOW TO BE INVOLVED IN STUDENTS' LIVES

Before getting into the application process, it's important to understand the commitment we ask from our staff. For effective ministry to students, you need to:

1. **Understand the Purpose and the Planned Values of our ministry.** Check out the values and goals that make our youth ministry effective in reaching and caring for students.
2. **Commit to a program.** Consider the role for which God has SHAPED you in order to build relationships with students.
3. **Grow as a Minister.** Develop your personal ministry, which will ultimately influence students.

I. UNDERSTAND THE PURPOSE AND PLANNED VALUES OF OUR MINISTRY

PURPOSE

HighPointYouth exists to... **CONNECT** students to each other & to faith in Christ, Allow them to **GROW** in their faith & gift-discovery so they can work together to **GO** do stuff for God.

PLANNED VALUES

Planned Values are descriptive words that reflect our values, attitudes, styles, and beliefs that influence our purpose. We do our best to include these elements into our programs and our lives. It's all about **RELATIONSHIPS**.

Relational approach
Encouragement
Laughter & celebration
Acceptance
Transparency
Invovement of students
Outreach oriented
Numerical growth

Spiritual growth
Home-like
Intimacy
Positive attitudes
Strategic follow-up



2a. COMMIT TO a PROGRAM

eLEVATE (Middle School Sunday Morning Program)



Sundays @9:05, 10:30, & 11:55 AM

This is our big-group meeting for Middle School students that is designed to have a friendly, fun, and challenging atmosphere. We do our best to break the “church is boring” stereotype. It is filled with music, laughter, singing, and a message that moves students toward spiritual maturity.

ELEVATE Leader Roles

Greeter—Greeters greet students as they arrive, learn names, talk to students before and after the teaching, assist the teacher as needed, encourage students to attend other programs, and help create an accepting atmosphere.

Teacher—Teachers plan and run the teaching for the day (using provided curriculum). This includes gathering materials and/or resources, delivering the message, and managing the activities. They also perform the duties of the Greeter as they can.

MIDDLE SCHOOL SMALL GROUPS

Sundays @6:00-7:30 PM

This is our program that keeps our big group small. The group (all small group leaders and students) will start out together for about 40 minutes of games and teaching to introduce the topic. Then the groups will break out into small groups for more in-depth interaction, prayer requests, and accountability. It is very powerful for students who are being cared for in a small group.



SMALL GROUP Leader Roles

Small Group Leader—In general, most of our new volunteers start out as Small Group Leaders. This is your opportunity to go deeper with a group of students you can care for, encourage, pray with, and follow up on during the week.

Coach—Coaches are small group leaders that have the additional duty of mentoring other small group leaders.

Snack Bar Worker—On small group nights, we have snacks available to students. Snack Bar Workers will set up the food and serve students as needed. They also smile a lot and do their best to create an accepting atmosphere.

REVERB/SMALL GROUPS (High School Wed. Night Program)



Wednesdays @7:00-8:30 PM

This is our weekly meeting for High School students. Sometimes it stays in “big-group” mode and sometimes we hit the “small-group” hard. It’s designed to be fun, unexpected, friendly, loud, and challenging. REVERB is filled with music, laughter, worship, occasional drama, a message that moves students toward spiritual maturity, and small group leaders that mentor groups of students in an ongoing basis.

REVERB/Small Group Leader Roles

Small Group Leader—A Small Group Leader goes deeper with a group of students you can care for, encourage, pray with, and follow up on during the week.

Coach—Coaches are small group leaders that have the additional duty of mentoring other small group leaders.

Greeters that Set—“Greeters that Set” show up an hour early to set up the Worship Center for the evening. This includes removing most of the chairs and resetting with tables. They then move into “greeting” mode as they greet students as they arrive, learn names, talk to students before and after the action, assist the teacher as needed, encourage students to attend other programs, and help create an accepting atmosphere.

Greeters that ReSet—“Greeters that ReSet” show up 15 minutes early to greet students as they arrive, learn names, talk to students before and after the action, assist the teacher as needed, encourage students to attend other programs, and help create an accepting atmosphere. They will then stay an extra 45 minutes or so to reset the Worship Center to its original formation.

Snack Bar Worker—Every Wednesday night, we have snacks available to students. Snack Bar Workers will set up the food and serve students as needed. They also smile a lot and do their best to create an accepting atmosphere.



MINISTRY TEAMS (MS/HS)

Meeting Times Vary

Ministry Teams are filled with students who are involved in an area of ministry based on their desires, gifts, and/or SHAPE. One of our big goals is to connect students to a ministry where they can use their unique gifts to serve God. Examples include youth band, greeting, drama, video, mission trips, organizing special events, & running sound.



MINISTRY TEAM Leader Roles

Ministry Team Coordinator—Oversee the organizing and implementation of one of the ministries. Most teams are started by students but work best when an adult leaders walks alongside providing coaching, strategy, and encouragement.

OTHER OPPORTUNITIES (MS/HS)

There are other opportunities to get involved in our ministry. But the ones listed here are the best places to start. If you have a specific gift or desire, I'd love to talk to you more about how we might implement it within the context of our youth ministry.

2B. WHAT AM I COMMITTING TO?

- **Consistent attendance to a program**
We ask that you arrive 15 minutes early and stay 15 minutes late. These extra minutes become key relational times with students
- **Relational ministry with students during the week**
30 minutes of additional time commitment for follow-up with students through notes, emails, facebook, phone calls, meetings, etc.
- **Attendance at all youth staff meetings**

3. GROW as a MINISTER

- **Take the time.** Be patient. Feeling comfortable and connecting with students takes time.
- **Participation.** Attending special events and camps will help intensify and solidify your relationships with students.
- **Show initiative. Be Proactive.** The more you invest, the more you will get out of it. Your relationships will grow deeper as you invest your time.



HOW TO BECOME a HPY LEADER: THE PROCESS

EXPRESS INTEREST

You may have an interest in serving God by loving students but are unsure where you can help. We will help you with this. Some of the “most unlikely” people make the greatest youth workers, so take the next step as you prayerfully consider this ministry.

INITIAL CONTACT

This is where we briefly connect to hear your desire to be involved in ministry. We will also give an overview of the ministry and arrange for you to observe a program.

RECEIVE YOUTH MINISTRY MATERIAL

This packet gives you the basic information that will help you make decisions about our ministry.

OBSERVE PROGRAMS

This is a good opportunity to get a better feel for the ministry without having expectations or responsibilities placed on you. You can meet students, other leaders, and write questions for our future meeting. If you feel a little (or a lot) uncomfortable, this is totally natural. Students won't typically go out of their way to make you feel welcome until you get to know them.

COMPLETE APPLICATION PACKET

This application packet was developed to obtain information for our screening process. We request two references. You can choose a pastor, a close friend, and/or an employer within the past year.

YOUTH PASTOR INTERVIEW

This is your opportunity to share thoughts from observations, describe your spiritual journey, and communicate your gifts and desires for working in student ministry.

PRAY!

Take time and pray about this commitment. We greatly encourage you to seek the counsel of family & friends.

SIGN AND RETURN THE COMMITMENT SHEET

When the commitment is a go, sign and return the commitment sheet.

BEGIN MINISTRY

We will discuss the start date when you turn in your sheet.

EVALUATION

At or near the one-month mark, we will discuss your feelings and perceptions regarding your involvement. The goal is to continually adjust your role to better fit your style, personality, or strengths.





OFFICIAL HPY Leader APPLICATION

TODAY'S DATE: ___/___/___

Name: _____

Home Phone: _____

Email: _____

Cell Phone: _____

Address: _____

Occupation: _____

Employer: _____

Work Status: **Full-Time** **Part-Time** **Student**

Marital Status: **Single** **Married** **Divorced**

Gender: **M** **F** Birthday (M/D/Y): ___/___/___

How long have you attended HighPoint? _____

Personal & Spiritual History *(use back if needed)*

- Briefly describe your relationship with Christ.
- Write briefly about significant events in your life that have affected you spiritually.
- What accountability do you currently have in your spiritual journey?
- What do you do when you have a conflict with someone? How do you handle confrontation?
- Are there any special issues or concerns happening in your life right now that would have an impact in your involvement or commitment to the youth ministry? *(relationships, other commitments, etc.)*

In caring for students, we believe it is our responsibility to seek an adult staff that is able to provide healthy, safe, and nurturing relationships. Please answer the following questions accordingly. Any special concerns can be discussed individually with the youth pastor.

- Are you using illegal drugs? **Yes No**
- Have you ever gone through treatment for drug or alcohol abuse? **Yes No**
If Yes, please describe:
- What is your view on drinking alcohol?
- Have you ever had sexual relations with any minor after becoming an adult? **Yes No**
- Have you ever been accused or convicted of any form of child abuse? **Yes No**
If yes, please describe:

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6. Have you ever been a victim of child abuse? **Yes No**
If yes, would you like to talk with a pastor? **Yes No**

9. Describe your spiritual gifts and how you would like to use them in youth ministry.

7. Are you willing to submit to a national background check?
Yes No

8. List the date and activities of other ministry experiences you have had here at HighPoint or at other churches, and the reason for leaving that ministry.

10. Why do you want to do youth ministry?

<i>Start Date</i>	<i>Ministry/Activity</i>	<i>End Date</i>	<i>Reason</i>
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11. What are some of your expectations of the youth ministry staff?

12. One of our big goals as a youth ministry is to be very family-friendly. This goal is applied for our students as well as our youth staff. Have you discussed this opportunity and the commitment involved with your immediate family? Explain.

The information contained in this application is correct to the best of my knowledge. I, the undersigned, give HighPoint Fellowship the authorization to release any and all records or information relating to working with minors. HighPoint Fellowship may contact my references and appropriate government agencies as deemed necessary in order to verify my suitability as a youth worker. I understand that the personal information in this application will be held confidential by the professional church staff.

Signature of Applicant: _____

[Printed Name]: _____

Date Signed: _____



HIGHPOINT FELLOWSHIP

YOUTH MINISTRY REFERENCE FORM

_____ is applying to become a volunteer youth leader with the youth ministry at HighPoint Fellowship church and has given your name as a personal reference.

The person in this staff position will be in close contact with students, and we want to ensure that these relationships will be healthy ones. Please complete the form below to give us your evaluation of this person's character and integrity. Your responses will be kept confidential.

1. Describe your relationship to this person.

2. How long have you known this person?

How would you rate his/her ability in the following (circle one):

- 3. Involvement in peer relationships? 1 2 3 4 5
- 4. Emotional maturity? 1 2 3 4 5
- 5. Resolving conflict? 1 2 3 4 5
- 6. Following through with commitments? 1 2 3 4 5
- 7. Ability to relate to students? 1 2 3 4 5
- 8. Spiritual maturity? 1 2 3 4 5

1—low
2—below average
3—average
4—very good
5—excellent

9. What are this applicant's greatest strengths?

10. Do you have concerns regarding this person working with students? If so, please explain.

Thank you for taking the time to complete this reference.

If you have any questions regarding this reference, please contact Mike Horton at 512-731-0064 or mike@hpf.org.

Your Name: _____

Date: _____

Phone: _____

Email: _____

Please return completed form to the following address:

HighPoint Fellowship
Attn: Mike Horton
600 W. New Hope
Cedar Park, TX 78613



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HIGHPOINTYOUTH STAFF COMMITMENTS

After observing the ministry, spending time in prayer, and discussing with my family the commitment involved with being on youth staff, I choose to commit to the following:

(check the appropriate boxes)

- I acknowledge the lordship of Jesus Christ in my life and have a personal relationship with him.
- I am committed toward growing and maturing my relationship with God through quiet times, active attendance at church, and involvement in accountable relationships.
- I am committed to choices and a lifestyle that are both godly and “above reproach,” knowing that my lifestyle is a model for students.
- I am making a commitment to the youth ministry for at least the full school year.
- I will attend the monthly youth staff get-togethers.
- I will make a committed attempt to help find at least one other adult leader for our youth ministry.
- I understand the five purposes of the church as well as the strategy of the youth ministry and commit to care for the students God brings in my ministry.
- Because I am making a significant commitment and my presence is important, I agree to be consistent and on-time to the program(s) I commit myself to.

I am making a commitment to the following program(s): *(check the appropriate box(es))*

- HS REVERB/Small Group** on Wednesday nights **Role:** _____
- MS ELEVATE** on Sun. mornings **9:05am** **10:30am** **11:55am** **Role:** _____
- MS Small Groups** on Sun. Nights **Role:** _____
- Ministry Team Coordinator** **Ministry:** _____
- Special Events** **Event:** _____

Signature: _____ **Date:** _____