



Three Tiered Volunteer Recruitment/Development Plan

Introduction: In an effort to further clarify expectations, expand the platform for additional volunteers to serve, and impact a higher number of youth, Rosewood will be introducing a new volunteer deployment plan, effective September 1, 2015. There are three different levels outlined, each with different expectations and benefits. It's important to note that by creating these different levels, the approach does not insinuate that higher level volunteers are more important than other levels, it simply recognizes that all volunteers have various capacities to serve (sometimes based on work constraints). By implementing this plan September 1, all current volunteers are asked to pray about where they may best fit within this plan. Jay and Duane will then follow up with each of you regarding your decision.

Level #1 – High Involvement

This generally involves a weekly commitment to the youth ministry. Adults at this level are generally investing 1-3 hours a week, serving in a continuous capacity. Examples of this level include:

Group Meeting Volunteer: These volunteers are committed to participating in weekly group meetings, assisting with a variety of roles such as Attendance, Hospitality, Room Setup or Take Down, Food Service, Small Groups, etc. To serve as a Level #1 group meeting volunteer, a volunteer must be able to participate in 3 out of 4 meetings each month.

Sunday School Teacher or Assistant: Involves leading or assisting with weekly Sunday school classes.

Food Coordinator: If food is available at each meeting, the Food Coordinator would be included in this category.

Hospitality Coordinator: If a hospitality process included as a regular part of meetings, then this position would be included in high involvement.

Student Leadership Coordinator: This person works with other staff members to help engage youth in various leadership and service roles throughout the church.

Level #2 – Mid-Range Involvement

This level involves all who would serve approximately once or twice a month. Examples include:

Group Meeting Volunteer: These volunteers are not available to attend every meeting, but deeply desire to serve and connect with youth as often as possible. To serve as a Level #2 group meeting volunteer, a volunteer must be able to participate in 2 out of every 6 meetings.

Mission Trip/Service Coordinator: This individual would coordinate the details of your annual mission trips and occasional service projects.

Transportation Coordinator: Sometimes this included in the next category, but often it's mid-range if an activity or event happens off campus approximately monthly. This individual would coordinate all transportation.

Major Events Coordinator: Most groups include their Major Events Coordinators in mid-range, because several individuals fill this role. However, if one person is organizing the majority of events, this would then be moved to high involvement.

Fund Raising Coordinator: If you have one person coordinating all fund raisers, it become mid-level.

Prayer Team: If one person takes care of facilitating a prayer team, that individual fits here.

Youth Sunday/Worship Coordinator: If one person or a small team seeks to design and facilitate when youth are involved in Sunday morning worship, that individual fits here.

Common Grounds Affinity Group Coordinator: If one person seeks to coordinate these groups, that individual fits here.

Creative Arts Coordinator: This may take the form of a Common Grounds group, however it also makes sense that one person would decorate the youth building and provide creative arts for worship opportunities.

Finance Team: Most likely volunteers serving in other capacities will also head up this team, however if an individual serves only on the finance team, that person would be considered Level #2.

Inter-Generational Coordinator: If one person takes care of organizing inter-generational events, that individual fits here.

Youth Building/Facilities Coordinator: If one person takes care of overseeing the building and building enhancements, that individual fits here.

Level #3 – Occasional Involvement

By low-level or occasional, we don't want to communicate that these roles are not important. Ironically, the majority of our congregation will fit here. This level involves those who assist or serve 1-6 times a year. Examples include:

Child Protection Policy Coordinator: This is generally a once a year review and update to the policies although it could be mid-level if this person is also doing all the background checks.

Fund Raising Assistant: If a person volunteers to help out with organizing a fund raiser once or twice a year, that person fits here.

Special Events Assistant: If we host a large special event that demands a high level of volunteers, recruiting congregational members to assist provides a great way to increase their involvement (often in an inter-generational context).

Expectations, Responsibilities, Privileges

A Level #1 position includes:

- Adherence to the expectations as outlined in the “Weekly Youth Group Volunteer” position description (this would include involvement, worship attendance, and participation in leaders meetings)
- Participate monthly in Leader’s Meetings (expect July and December)
- Participate in the annual Leader’s Retreat (usually in August)
- Participate in the Leader’s Spiritual Development Plan
- Participate in an annual one on one meeting with the Youth Program Coordinator and other possible staff for ministry and personal evaluation
- Sign the “Agree to Disagree” Covenant policy outlining a commitment to only engage a Biblical approach to disagreement
- Submit to a background check and sign the Child Protection Policies covenant

As a commitment to invest in our leaders, Rosewood will cover the cost of all Level #1 leaders for:

- Annual mission trip participation (except the international trip where leaders pay for their own airfare)
- All retreat participation fees
- All costs related to youth group outings
- Cost for participation in the annual National Youth Worker’s Convention every third year
- All costs related to an annual “thank you” outing for all leaders

A Level #2 position includes:

- Adherence to expectations as outlined in the specific position description for that role
- Participate in quarter Leader’s Meetings
- Participate in the annual Leader’s Retreat
- Meet quarterly with the Youth Program Coordinator for evaluation and long range planning

- Sign the “Agree to Disagree” Covenant policy outlining a commitment to only engage a Biblical approach to disagreement
- Submit to a background check and sign the Child Protection Policies covenant (if any contact with youth through the position)

As a commitment to invest in our leaders, Rosewood will cover the cost of all Level #2 leaders for:

- ½ the annual mission trip participation cost (there is no expectation that Level #2 leaders would participate, but they may)
- All retreat, event and activity participation fees (if the position requires involvement in such events or activities)
- All costs related to any youth group outings that require participation
- ½ the cost of participating in the National Youth Worker’s Convention every 3 years
- All costs related to an annual “thank you” outing for all leaders

A Level #3 position includes:

- Adherence to expectations as outlined in the specific position description for that role (if one exists)
- Work closely with the coordinator or point person for that specific event or activity and enthusiastically complete the assignments as delegated by that person

As a commitment to invest in our leaders, Rosewood will cover the cost of all Level #3 leaders for:

- The Youth Program Coordinator may express “thanks” to Level #3 leaders through expressions of gratitude such as cards, flowers, or gift cards (such expenses will be covered in the budget).