



LITTLETON  
*Bible Chapel*

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Dear future youth worker,

Thanks for your interest in working with our young people/children. We're excited that you want to make a difference in their lives.

We work hard to provide an environment for spiritual growth in a context of healthy, positive relationships with adults. We take seriously our responsibility to shield our young people/children from sexual abuse, to protect our adult leaders from accusations of sexual abuse, and to limit the exposure of the church to legal risk and liability. To accomplish this, we ask that all ministry leaders who'll be working with young people/children under the age of 18 to carefully and thoughtfully complete our application process and return it as quickly as possible.

So, you might be asking...

*What's involved in the volunteer application process?*

When you fill out this application packet, you authorize us to check personal references and to request a background check for criminal records. Please thoroughly and honestly complete all forms. Send out your reference forms, including return envelopes addressed to the church, and complete the background check authorization form.

*On what basis does the church approve someone to work with young people/children?*

We invite into ministry only those applicants a) who have no previous conviction for sexual or physical abuse of children; b) for whom we receive positive responses from their personal and professional references; c) who meet the qualifications of the position for which they are applying; d) and show a willingness to be part of a team-based leadership structure which is accountable to the elders.

If the application or background checks raise any questions, the individual will be asked to meet with one of the pastor elders to clarify the questionable issues prior to being placed in a position relating to young people/children.

*Who will see this application?*

The completed application will be made available to the head of the ministry with which you are going to work, to the church administrator, and to the elders. Any subsequent information about you, such as the results of the background screening and letters of reference, will be available only to the church administrator and the elders. Once the approval process has been completed, your application and references will be maintained in a secure file.

**Please attach a photocopy of your current, valid driver's license with the application.**

This paperwork is about protecting you and our young people/children. We appreciate your willingness to help us minister to our young people/children and look forward to co-laboring with you with the aim of seeing a generation of young people fully committed to our Lord Jesus Christ and who are spreading a passion for Christ and His Word for the blessing of all people and the glory of God.

Thanks for understanding,

The Elders

6023 South Datura Street - Littleton - Colorado - 80120  
[www.littletonbiblechapel.org](http://www.littletonbiblechapel.org)  
Phone 303.798.1030 - FAX 303.798.2141