

Screening and Training for Church Volunteers

Pre-Employment Checks for Volunteers

| Title/type | Description | WWCC/WWVPC (includes a Police Check) | Background Check/ Specific requirements * | Safe Church Awareness Training | References/ Endorsement |
|---|--|--------------------------------------|---|--------------------------------|-------------------------|
| High-trust volunteer roles | | | | | |
| Special Religious Education teachers | Volunteers who teach religious education in schools | ✓ | ✓ | ✓ | ✓ |
| Sunday School Teacher | Volunteer over the age of 18 who teaches Sunday School | ✓ | X | ✓ | ✓ |
| Church Council members | Elected lay leaders who serve on church council | ✓ | X | ✓ | ✓ |
| Safe Church Contact person | Appointed person to oversee Safe Church Administrative tasks in the congregation or presbytery | ✓ | X | ✓ | ✓ |
| Children's Ministry Leader/ Playgroup leader | Person in charge of managing children's ministry (0-12 yrs) including appointing and overseeing helpers | ✓ | X | ✓ | ✓ |
| Youth Ministry Leader | Person in charge of managing youth activities (13-18 yrs) including appointing and supervising youth helpers. This person will be over the age of 18 | ✓ | X | ✓ | ✓ |
| Music Team leader | Person who leads the music team in Sunday services and other times of worship and oversees the music team | ✓ | X | ✓ | ✓ |
| Other volunteer roles | | | | | |
| Children's Ministry Helper > 18 yrs (incl Playgroups) | Person over the age of 18 who assists in various children's ministry activities (children aged 0-12 yrs) who is supervised by the ministry leader. Includes helpers at playgroups where parents are present and people who prepare food in the kitchen | ✓ | X | ✓ | ✓ |
| Children's Ministry Helper < 18 yrs (incl Playgroups) | Person under the age of 18 who assists in various children's ministry activities (children aged 0-12 yrs) who is supervised by the ministry leader. Includes helpers at playgroups where parents are present | X | X | X | ✓ |

Notes:

* Background check: includes verifying CV, licenses, qualifications, required training (eg SRE modules)

** Endorsement/references from a previous minister, a church leader or elder regarding skills and ability to of the person to fulfil the requirements of a particular role



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|--|--|--------------------------------------|--|--------------------------------|-------------------------|
| Youth Ministry Helper >18 yrs | Person over the age of 18 who assists in various youth ministry activities (children aged 13-18) who is supervised by the ministry leader. | ✓ | X | ✓ | ✓ |
| Youth Ministry Helper <18 yrs | Person under the age of 18 who assists in youth ministry activities (children aged 13-15) who is supervised by the ministry leader. Includes helpers at playgroups where parents are present | X | X | X | ✓ |
| Volunteer working with vulnerable people (eg aged, Special needs, food and support services) | Person who volunteers with vulnerable adults or children with disabilities (excluding a helper in an aged care facility) | ✓ | X | ✓ | ✓ |
| Bus driver transporting vulnerable people | Volunteer with appropriate experience who transports children or vulnerable adults | ✓ | ✓ | ✓ | ✓ |
| Music Team member | Person over the age of 18 who plays music or sings as part of a music team overseen by the music team leader | ✓ | X | ✓ | X |
| Church volunteer helping out at the local school with reading etc where this is a mission of the local church | Person from a congregation who volunteers in a school (e.g. reading support, ESL) | ✓ | X | ✓ | X |
| Participant/Helpers | | | | | |
| Parent or close relative of a child, volunteering in a children's activity that the child participates in | A parent or close relative who helps out at a church activity or creche where their child is present. Includes people who are ministry helpers | X | X | X | X |
| Person assisting in an emergency | Person who assists in children's ministry on an emergency basis to reduce the risk for children's activities for no more than 5 consecutive days | X | X | X | X |

For more information visit:

nswact.uca.org.au/safe-church-unit