



# Community of Christ

GREATER PACIFIC NORTHWEST USA MISSION CENTER

## Registered Children & Youth Worker Policies and Procedures Highlights

### Are You Prepared to Provide Youth Ministry?

As you prepare to staff a Community of Christ youth or children's ministry event, please remember the guidelines related to your role as a Registered Children & Youth Worker (RCYW). These guidelines protect the children and youth to whom we bring ministry, and they are also in place to protect you and the church.

### Important Reminders

Anyone who staffs a youth ministry opportunity, in any capacity, must be a RCYW with Community of Christ before actively volunteering.

Every RCYW needs to take a refresher training every three to five years.

### 2-BY-2 RULE

All youth activities must have two or more RCYWs present with two or more children or youth in every room or space where children or youth are present. No child or youth should ever be alone with an adult behind closed doors. If this rule cannot be followed, then you must follow the visual 1:1 rule.

### REGISTERED ASSISTANTS

RCYW Assistants are those who are ages 15 through 20. An Assistant may only be used in activities where an RCYW over 21 is also present.

### TRANSPORTATION

If transporting children or youth during a ministry event, follow the 2-by-2 rule. The driver must be 21 years of age or older and have a current driver's license and proof of insurance on them. Drive safely and follow all applicable laws concerning the operation of motor vehicles.

### Having Respect for the Child/Youth

- Dress appropriately. Remember, you are there to provide ministry.
- Use constructive discipline - no corporal punishment.
- Use appropriate touching.
- Be respectful of personal space when changing or showering occurs on an overnight event.
- Be authentic and uplifting as you share with children and youth. Don't overshare personal stories that may not be appropriate for the age group you are working with or relevant to that ministry event.

### Mandatory Reporting

Every RCYW is required by law and church policy to be a Mandatory Reporter. Be mindful that you may bring ministry to a child or youth who has experienced abuse.

### CATEGORIES OF ABUSE

- Neglect
- Emotional/psychological (includes cyberbullying)
- Physical
- Sexual abuse

You are also required to report when a child or youth shares the intention to harm themselves, or when anyone shares the intention to harm any children or youth.

Abuse of vulnerable adults must also be reported to the appropriate authorities.

### REPORTING PROCEDURES

Disclosures of abuse may come from the activity or home. If a child or youth discloses to you, do the following:

- Stay alert. Do not overreact or panic, or the child may shut down. Try to ask open-ended questions. Do not offer confidentiality, as you may have to report what is disclosed.
- Report any disclosure of abuse to the event director or leader and pastor immediately. They will know how to proceed from there.
- Send the accused home immediately if abuse occurs at a ministry event, and then provide comfort to the child or youth.

For more clarity on the reporting process, please refer to the GPNW Mandatory Reporting Flow Chart.

### Application

Find the Registered Children and Youth Worker Application on the mission center website at [www.cofchrist-gpnw.org/officers](http://www.cofchrist-gpnw.org/officers). Turn your completed application in to your congregational pastor.

### GPNW Contact

YOUTH MINISTRIES SPECIALIST

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