

# VIRGINIA SYNOD SMALL GROUP LEADER INFORMATION SHEET 2011-2012

PLEASE COMPLETE THE FOLLOWING FORM AND RETURN IT IN THE ENVELOPE PROVIDED JUST AS SOON AS YOU CAN! THANK YOU VERY MUCH! PLEASE PRINT !!!!!!! (THIS FORM DOES NOT REGISTER YOU FOR ANY YOUTH EVENT!)

**1** Your name: \_\_\_\_\_ **2** Your date (m/d/yr) of birth: \_\_\_\_\_

**3** Address: (where you want to receive mail during the school year) \_\_\_\_\_ **4** Circle One: Male / Female

**5** (if you have a second permanent or home or partial-year address, include it here please: \_\_\_\_\_)

**6** Phone #s: (home or current) \_\_\_\_\_ (work or school) \_\_\_\_\_  
(cell) \_\_\_\_\_ where do you work/go to school? \_\_\_\_\_  
(Remember to include your area code) (Is it okay for you to be called at work? y/n)

**7** Email address: \_\_\_\_\_

**8** Your Current Congregation: \_\_\_\_\_  
(congregation name) (congregation location)

Check here if you would like to receive these materials by email instead of regular mail in the future.

**9** Please check/answer all the following that apply and add any comments you think may be helpful:

\_\_\_\_\_ I cannot serve as a small group leader or assistant this year.  
\_\_\_\_\_ I will serve as a small group leader, co-leader, or assistant  
At which events, if any, have you led small groups in the past? \_\_\_\_\_

- I am available for the following events:
- \_\_\_\_\_ Lost and Found (Nov. 18-20, 2011)
  - \_\_\_\_\_ Winter Celebration I (Jan. 20-22, 2012)
  - \_\_\_\_\_ Winter Celebration II (Jan. 27-29, 2012)
  - \_\_\_\_\_ Seventh Day (March 3-4, 2012)\*  
(\*see our needs and roles for this event on the back page)
  - \_\_\_\_\_ Youth Assembly (June 8-10, 2012)
  - \_\_\_\_\_ Kairos (June 24-29, 2012)

The Virginia Synod covers registration expenses for Small Group Leaders and Assistants (not including 7<sup>th</sup> Day), except for a \$25 processing and supplies fee for each event, which you pay when you register for that event. Please contact Dave Delaney if you also need to have that fee waived.

I prefer: \_\_\_\_\_ to be the key leader with an assistant  
\_\_\_\_\_ to work as a co-leader with someone else  
\_\_\_\_\_ to work as an assistant leader  
\_\_\_\_\_ whatever \_\_\_\_\_ I can lead a small group alone if necessary

Whenever possible, all small group leaders work in pairs, except for adult groups and unusual situations

Would you consider leading an adult small group?  
\_\_\_\_\_ yes, prefer adults \_\_\_\_\_ no, only if there is no one else! \_\_\_\_\_ whatever - I'm flexible

\_\_\_\_\_ If there is a surplus of Small Group Leaders for an event, please feel free to contact me to be in a best-practices group with other adults or to be a regular adult event participant.

**10** Are you able to contribute to the events in any other way?  
(serve on a planning group; provide musical leadership; serve as doctor or other medical care-giver; work on Seventh Day with crafts, music, drama, or recreational movement; provide artwork or technical expertise; etc., etc.)

OVER!→

**11** What is your youth ministry role in your congregation, if any?

**12** What other adults do you know who might make good small group leaders or assistants at youth events?

\*Lost and Found, Winter Celebration, Youth Assembly, and Kairos all follow a model that includes a Small Group for faith discussion with a team of adult leaders. At **Seventh Day** every adult serves as part of a team of several "shepherds" for each "shepherd group" of youth which moves from one activity center to another where the content is led by the adults at those activity centers. We do, however, need adults who will serve as "Lead Shepherds" and other adults to work in those areas of music, crafts, drama, and movement. If you're able to lead or help with one of those, please indicate so on this form!

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**13** All adults who work with Virginia Synod Youth Events must carefully read and respond to the following set of expectations for adults:

- Our purpose as adults working with youth is to be Ambassadors for Christ to each other and to the youth whom we are called to serve, to build caring and supportive relationships with them, and to be examples of faith, love, and service for them. Adults must also be good examples of church commitment and Christian lifestyle.
- Adult participants at Synod Youth Events are part of a community of mutual support and should commit to show the encouragement, respect, and mutual consolation toward one another that is appropriate to such a community.
- Adult participants at youth events must abide by the same expectations as apply to the youth - including matters pertaining to alcohol, drug, and tobacco use - and be willing to follow the restrictions and requirements of the event schedule (large group times, lights out, etc.).
- The primary responsibility for behavior of youth at Youth Events resides with the advisors from the congregations to which the youth belong, but all adults at Youth Events are called upon to make sure that youth abide by the event expectations.
- Adults working at Virginia Synod Youth Events must not have any prior history of sexual misconduct and must not engage in inappropriate touching, suggestive or intimate conversation, or other inappropriate behavior with youth.

**→ Please answer: Do you have any history of propensity or temptation toward sexual misconduct with minors or a sexual attraction to young people?**

Yes                      No

**→ Have you ever been the subject of a Child Protective Services or similar agency complaint or investigation?**

Yes                      No

• Adults working at Virginia Synod Youth Events must disclose any prior history of criminal convictions to the Synod Director for Youth Ministry.

**→ Please answer: Have you ever been convicted of any criminal act?**

Yes                      No

**→ "I have read and agree to the above expectations."**

Yes                      No

**14** *Our insurance company requires that all adults working with minors at our events undergo a national criminal and state sex offender background check. In order to serve as a leader at our events, you must go to this website and complete the background check permission form. If this does not work or you prefer not to transmit information via email, please contact Dave Delaney. Go to: [www.vasynod.org](http://www.vasynod.org) and click on the "Youth Ministry" link, then on the "youth event background check" link.*

Signed \_\_\_\_\_ Date: \_\_\_\_\_

Please return this form in the envelope provided or send to Dave Delaney, Virginia Synod ELCA, PO Box 70, Salem VA 24153. If you have any questions, also contact Dave Delaney at (540) 389-1000 or [delaney@vasynod.org](mailto:delaney@vasynod.org).

**THIS FORM DOES NOT REGISTER YOU FOR ANY YOUTH EVENT**