

Volunteer Recruitment
August 20, 2020

- I. Vocabulary
 - a. Adult Advisors – adults who volunteer with youth ministry
 - b. Youth Leaders – youth who volunteer with youth ministry OR with other parts of the church

- II. Principles
 - a. Beyond Bodies: What do you *need* in your ministry?
 - b. Ice Breakers: Get to know your people
 - i. Pinpoint people you want to serve with you and get to know them
 - ii. YES, even if it means cold calling them
 - iii. Only talk about pastoral care issues, ask how you can support them
 - 1. KEY QUESTION: “How can I be praying for you?”
 - 2. Tell story of Donna P “No one has ever asked me that.”
 - c. **The Recruiting Process: For Adults**
 - i. *Assume they want to say yes!*
 - ii. The Recruitment Email
 - 1. Personal reference to your conversation
 - 2. Highlight what it is that you noticed about them that you think makes them suited to your ask
 - 3. Include a job description (I’ll cover that last)
 - 4. Give them an out: “Will you prayerfully consider whether God might be calling you to ____ work?”
 - 5. Close with a date you will call them by – introverts need time to ponder and likely will answer via email to avoid a phone call, extroverts will be excited to talk to you on the phone!
 - iii. The Recruitment Square:
 - 1. People I’m interested in, People I’m invested in, People I’ve asked, People who answered
 - a. Keep the yes’s!
 - b. Put the no’s in a different database for OTHER asks, do NOT throw them away (example: Rich Fuller)
 - d. **The Recruitment Process: For Youth**
 - i. The Case for Applications
 - 1. But also, personal invitation to applications.
 - e. Job Descriptions: What should I include?
 - i. Position Detail
 - ii. A Covenant Commitment: Faith + Attitude and Nuts+Bolts
 - iii. A Time Frame (give them a light at the end of the tunnel!)
 - iv. *Training Dates* that they are expected to attend. Give *weight* to a role – for adults and youth!

- III. EXAMPLES below:
 - a. Recruitment Email
 - b. Job description for adults
 - c. Job description for youth

d. Application example for youth

https://docs.google.com/forms/d/e/1FAIpQLSdaNP5iQa4aFjMjUjlxokMEqeXSAOknyhMLKcXxnhdcvooJ3w/viewform?usp=sf_link

If you can't recruit for it, it means you probably shouldn't do it. Pivot!

RESOURCES:

Unleashing the Hidden Potential of Your Youth Leader, by Jen Bradbury

Help! I'm a Student Leader, by Doug Fields

Getting Things Done: The Art of Stress Free Productivity, by David Allen

- ***EAT THAT FROG: <https://medium.com/@alltopstartups/eat-the-frogs-first-thing-in-the-morning-and-other-better-work-habits-7070f9e79822>***

Pay attention to non profit donation recruiters, people who work with MLM businesses, people building their own businesses.

EMAIL RECRUITMENT

Hi, Name!

It was such a good chat with you today!! I know I gave you a bit of a head's up about this email, and I know this is a big ask: but you have been on my mind for a while as I've tried to pray about who God might be calling to serve with our team.

So, first: I want to name some of the gifts I see you bringing to teenagers!

- You have an incredible sense of compassion for them as individuals. You truly do a beautiful job of approaching each teenager as different people, noticing what makes them tick and adjusting as they change and grow.
- You balance the difficult tightrope walk between giving them tools to succeed and knowing ultimately how they need/crave some space to make their choices, whether they are the BEST choices or sometimes more unwise choices...and you have a healthy understanding that this is a space where we can walk with them and help them find their way!!
- You honor their ideas and thoughts so well, and I imagine you would easily deal with any hard questions they may ask.

Because of these, and many more reasons, I wanted to reach out and ask if you might at *all* be interested or available in participating with the youth as an "adult advisor" in a specific capacity: as a small group co-leader, with Name for our 8th and 9th graders on First Sundays beginning October 6, 2019 and extending through May 2021.

Here's the basics of First Sundays for youth, called Big Youth Group:

- On the first Sunday of every month, October through May, for the next two years, the youth will have Big Youth Group (BYG) from 5-6:30pm.
- For the first 30-45 minutes, we will do a large group activity.
- For the second half, youth will be split into *consistent* small groups according to their grade – **and our greatest hope is to have consistent adults for these small groups!**

The Time Commitment

The functional time commitment is approximately 1.5 hours, per 8 separate Sundays during the "school year." We would ask you to commit to doing this for two years, so that turns into 16 Sundays maximum.

I imagine that might seem like a short time overall, but our hope is that the impact of these relationships extends far beyond the functional time!

Why you, for this particular group?

This current group of 8th and 9th graders is a large class with some energy. This means we are looking for folks who are *amazing* with respecting the journey of teenagers; folks who are comfortable with crowds; folks who don't mind a little organized chaos but who can also calm a crowd when it's time to be a little more serious; folks who have faith-journeyed cross-generationally before. I thought you and Name might actually play off each other well and lead together as a great partnership!

If you are interested, I've attached a job description for you to prayerfully consider! I would *love* to buy you coffee or dinner sometime to talk a little more about this opportunity to see if you might feel led to be a part of this ministry. I'll plan to call you by Thursday of next week to see what questions you have.

THANK YOU for all you have done for our youth! I am so grateful!

Peace, Name

Hi, Name!

I hope you are doing well today! How can I be praying for y'all right now? How is the fam doing?? It's been so fun to get to see Name and Name every week – they're absolutely delightful!

I'm reaching out via email, so that you can take some time to think about this question...and *please* answer me honestly! I appreciate your honesty very much.

We are looking at the possibility of having small group gatherings for youth, the week of July 26th, in host homes...or, more specifically, host driveways/backyards. We know our youth are craving some face to face connection, and we think the best way to approach this is to first allow them to gather in smaller environments that are a little easier to keep clean/to feel laid back!

I wondered if you might be interested/available in hosting a group of 10 to 12 rising 8th grade youth, at your convenience, on the week of July 26th.

The job description is attached, but basically, we would be asking our hosts to...

- To pick a day and time that week for an hour long gathering (maximum 1.5 hours). Youth will be asked to bring a camping chair as their seat to all homes.
- To be willing to enforce 6+ feet of social distancing between youth
- To choose whether they will provide bottled water, canned sodas, and individually wrapped snacks (all receipts will be reimbursed) **or** whether they will ask youth to bring their own.
- To let us know whether they would feel okay letting youth in your home to use the restroom, if needed (and we *definitely* want honesty here! We want all host homes to feel safe and completely comfortable!) We can provide cleaning supplies for handles/other touched surfaces in the bathroom to be wiped down after each use.
- We might be asking everyone to wear masks so that all youth feel comfortable attending – but we will definitely follow any guidelines are set by the SMPC Task Force!

The purpose of these gatherings is simply to give youth a chance to connect, face to face, through a short devotion and some hangout time. I will create a sign up genius for each gathering, so we don't exceed 12 youth per host home.

We would love your partnership in this, but we totally understand if it's not doable for any reason! Please feel free to take some time to pray about this, and I will call you by June 25 to ask you your thoughts!

JOB DESCRIPTION FOR ADULTS

South Mecklenburg Presbyterian Church Youth Adult Advisor

Description: Adult advisors partner in ministry with youth through service, chaperoning, and relationship building. Advisors are people called by God to support our youth as they grow in their faith in community.

Expectations:

- Attend at least *one event monthly* or 80% of the events in your leadership capacity
- Arrive 15 minutes early to events to help check in youth and spend time getting to know the youth
- Build relationships with the youth! Youth are awesome, and your investment in these relationships have long-lasting effects.
- Support any community expectations set for at an event, keeping in mind that the #1 goal over all else is for the youth to be SAFE and feel like they BELONG. (We know we cannot control everything for them, but we should do all that is reasonable to facilitate their safety.)
- Participate in activities that you aren't personally leading...it's fun!
- Be ready to jump in and help serve. Model with the youth leaders an attitude of "I see that needs to be done, so I'll help do it!"
- Speak highly of SMPC, of other adult advisors, of youth leaders, and of SMPC staff. Good attitudes help us all get a lot more done!

Specifics:

For (NAME)

We are asking you to serve October – May in a monthly Big Youth Group as the 8-9th grade small group co-leader, beginning October 2019 and ending in May 2020. You would:

- Lead with Name
- Receive the "Small Group Breakout" materials by the Tuesday prior. Review and get comfortable with it!
 - Feel free to follow the format or to riff on the material. If you make any purchases for additional supplies, you may turn in receipts to Name for reimbursement.
- Attend BYG once a month, 4:45pm-6:45pm.
- At BYG - lead (or sometimes, co-lead!) your small group breakout
- Build relationships with the girls in your group! Allow these relationships to extend beyond the monthly BYG breakout.
- Participate in the Big Youth Group part of the night as much as you can – games, music, etc!

- Mingle among the youth when not leading a small group – we adults can get to know each other at a different time

JOB DESCRIPTION FOR YOUTH

Youth Leadership Covenant

Don't get worried about how long this is – remember, not all of these things listed below are "tasks" to be completed. Some are about tasks, but others are about your attitude and how you lead with your committee.

The Attitude and Faith Commitment

- Faithfully attend worship at SMPC.
- Take steps to grow spiritually, both individually and in community with your team.
- Consistently demonstrate a positive attitude.
- Try new things!
- Take risks! Even if you fail.
- Consider the needs of the whole community of SMPC above your own.
- Speak highly of SMPC, of the Youth Committee team, and the "chair" of the Youth Committee.
- Deal with conflict directly with the people involved.
- Be flexible and encouraging.
- Attend social and service events with Youth Committee, as appropriate.
- Look for opportunities to serve others! (both inside and outside of SMPC)
- Look out for friends at events who seem to be alone or visitors -- even if it means sacrificing time with your friends while at an SMPC event.

The Nuts + Bolts Commitment

- Take steps to actively grow as a leader, including by reading a leadership book and discussing it with other youth leaders and the youth pastor. (Jessica will give you a copy of the book *Help! I'm a Student Leader*).
- Attend at least THREE Youth Leadership Meetings over the summer to read and discuss this book, via Zoom. Here are the dates:
 - July 16, 6pm
 - July 30, 6pm
 - August 6, 6pm
 - August 13, 6pm
- During the year of service on the Youth Committee (July 1 to June 1), meet with **Name** every other month to reflect on your faith, your leadership, and your experience.
- You will be asked to write a short but thoughtful monthly blog/journal that you share with Jessica to reflect on your Youth Committee leadership experiences (including team meetings, events, etc).
- Make serving on the Youth Committee team a priority in your life (and more importantly, make God and faith a priority in your life)

- Attend 80% of the monthly Youth Committee meetings from June 1 to June 1. (This means that, for every 10 leadership meetings we have, you'll be at 8 of them.)
 - Work with **Name** and the Youth Committee chair to fulfill your specific role on the Youth Committee
- Attend and serve at 50% of the regular youth gathering opportunities each month. **In particular, you will be asked work with other youth to plan and execute "Big Youth Group" in particular on the *first Sunday of every month*.** All youth leaders will determine the best way to meet and plan these!
- During the year of service on the Youth Committee (July 1 to June 1), meet with **Name** approximately every other month to reflect on your faith, your leadership, and your experience.