

Recruitment of volunteers (*Aannamebeleid*)

To whom this applies (*Toepassing*)

This applies to all leaders of: Community Groups, Alpha Course, Youth and Children's Work, Pastoral Care Team and Prayer Team members, and all members of the Leadership Team. It also applies to all workers within these teams.

Application Process (*Aanvraagprocedure*)

All applicants are to apply in writing to the Operations Assistant: admin@redeemerdelft.nl. They will forward it to the relevant team leader.

Interview (*Interview*)

All applicants will first have an interview with the team leader. They will be asked, in a friendly environment, their motivations for helping, prior experience and skills, expectations, availability and of course any concerns or questions. Similarly, any leader who approaches someone to consider volunteering must also explore these areas.

References (*Referenties*)

Every applicant needs a reference. What sort of reference this must be depends on the applicant's situation:

- a) If they are already a church member they will need the verbal approval of their Community Group leader and one of the Elders.

- b) If they are not a member, they will need a written reference from a pastor or elder within their previous church, as well as the verbal approval (from within Redeemer) that a member would need. They must also be moving towards church membership.

Certificate of Conduct Policy (*VOG beleid*)

The applicant must also provide a Verklaring Omtrent Het Gedrag (VOG) from the Dutch Justis, containing no objections to the type of work being applied for. The screening profile for this VOG must include (but need not be limited to) the category: 'Persons'. This VOG must be applied for through Redeemer Delft. One of the Interne Vertrouwenspersonen (IVPs), in this case Josha Moerman (josha@redeemerdelft.nl) will oversee this process, and process all applications. The IVP performing this task will also keep the VOG record updated, in accordance with the Privacy and Data Protection Policy.

Code Of Conduct And Behaviour (*Gedragcode*)

The applicant also must read and sign the Safe Church Policy, which includes the Code of Conduct and Behaviour. This must be countersigned by their Team leader. Every 12 months each worker will have a review of their ministry, including the Code of Conduct, to ensure that all continue to work safely.

Probation Period

Finally, on satisfactory completion of all of the above, the volunteer will undergo a supervised probation period of 3 months in which all parties will evaluate the candidate's progress. Working with people is a privilege and not a right, and all workers are expected to be an accountable, positive role model for those under their supervision.

When a volunteer changes ministry the application process must be repeated accordingly.