

## Southern New England Conference

### Ministry Description for Child Protection Church Coordinators



**Purpose:** To create a proactive *Child Protection Program* to prevent child abuse and to protect all minors from inappropriate conduct by adults or other children, and to affirm and encourage all volunteers in their mission to keep all children safe.

#### Education/Promotion of Child Protection

- Review the child protection policies from the church manual and NAD (*FB-20 & Volunteer Code of Conduct*) with the church board and volunteers.
- Use resources including child protection policies, PowerPoint presentations, and videos supplied by NAD, ARM, and SNEC to educate and promote child protection in your church (see ARM & SNEC websites).
  - The enditnow emphasis day is the fourth Sabbath in August (sermon and presentation are ready made and available in many languages).
  - The enditnow Summit on Abuse (Fall/Winter)  
[www.enditnownorthamerica.org](http://www.enditnownorthamerica.org)
- Instruct your church on how to make a child abuse report to state/local authorities.

#### Church Child Protection Policy & Participation Agreement

- Create a Child Protection Policy with your church board for your congregation.
- Review *Participation Agreement* with church board.

#### Volunteer List

- Collect the *Volunteer Ministry Information* sheet from each volunteer.
- Conduct reference calls for each volunteer.
- Keep volunteer records in a safeguarded area with access to authorized leaders only who are determined by the church board.
- Report any concerns to your church pastor and conference child protection coordinator. Suspected child abuse should always be reported to your local state authority.
- Report volunteer eligibility to church board or other needed parties.

#### Adventist Screening Verification (Powered by Sterling Volunteer)

- Monitor whether volunteers have registered, completed training, and authorized background screening with Adventist Screening Verification (Compliance Report).
- Track volunteer eligibility status to serve in your church as a result of his/her background screening. Report volunteer eligibility to church board or other needed parties.
- Serve as a contact person for local church volunteer questions regarding Adventist Screening Verification.
- Update volunteer contact information as needed (Level 2 Administrators only).

*\*Note – Level 2 & 3 administrators will be able to see a volunteer's eligibility status, not background screening reports. Conference office level 1 administrators will see background screening results and will mark a volunteer's profile as eligible or ineligible to serve.*

**See for resources:** [www.sneconline.org/ministries/child-protection](http://www.sneconline.org/ministries/child-protection)