



RESPONSIBILITIES OF ADULTS

All adults are required to attend SERVE the entire week. They serve as small group leaders and worksite overseers. They must be safety conscious at all times. They are responsible for driving their small group to and from worksites throughout the week. They are also responsible for general crowd control and spiritual coaching throughout the week.

One adult (21 years of age or older) is required for every 5 youth (20 years of age and under). At least one adult of each gender if students of each gender are attending.

Background Checks:

All Adult Leaders (21 and older*) are required to complete and submit a current background check to the Youth Unlimited office. To be considered current for the 2019 SERVE season, the check must be completed after June 15, 2016.

*The exception to this is for “student” participants at one of our Special Need SERVE sites; a background check is not required for them even though they may be over the age of 21.

For more information on how to complete a background check please see youthunlimited.org/background-check-information

Students come to a faith-forming experience for a number of reasons. They may just want to have a good time or really want to grow in Christ. They may be excited, enthusiastic, anxious or apprehensive. Pray that the Holy Spirit will alert you to the unique needs of each group member and equip you to help in appropriate ways.

Young people need leaders for a variety of reasons: to be a friend, a teacher, an encourager, a listener and a source of information.

Adult leaders often ask, “Who is responsible for making sure the students behave? The Host Team or me?” You are. The Host Team will make sure you know what you need to know to lead the students. The Host Team will make the rules and boundaries clear, and it is your job to enforce them with grace and compassion.

Group Leader:

Lead by example. Be at all planned activities, and participate with energy. At the beginning of the day, have a group prayer to model a life of worship (Colossians 3:17). Represent Christ well. Listen to and learn from those whom you serve. Make sure students are courteous and careful with their words and actions.

Always be involved in “crowd control.” As soon as you arrive, you are an adult leading students and helping them stay focused.

At Worksites:

You are in charge of the group.

- Transport your group to the worksite.
- Be responsible for checking in with the contact at the site. Seek out that person and have your group interact with them to get the story behind the work. This is one way that worksites become an introduction to justice—when students can connect their service to a changed life, and realize why the work needs to get done.
- Try to subtly discern how you can pray for them. Thinking through the following acronym may help:

BLESS:

- **Body** (What are their physical needs?)
 - **Labor** (What do they do, or how do they earn money?)
 - **Emotions** (What are they feeling?)
 - **Social Life** (Do they have a support system of friends, family, church?)
 - **Spiritual Life** (Are they following Christ? What trials are they battling spiritually?)
- Supervise your group, and ensure safety while at the worksite. You must give the students instruction to do the job with excellence and to do so safely. If you see unsafe working conditions, it is your responsibility to cease the work, request assistance from the Host Team and not resume working until the safety issue has been solved.

Safety:

You are encouraged to host a safety training session with your youth group prior to SERVE to teach them how to safely perform common tasks that you may encounter, such as: using ladders or scaffolding, power tools or hand tools, lifting heavy items, painting and gardening, and wearing safety goggles and closed-toe shoes. You may want to ask a local contractor or carpenter for assistance.

Injuries:

You will be provided a first aid kit for treatment of minor injuries. The Host Team will give you directions to the closest urgent care facility should that be necessary. The Host Team has a copy of each student’s Waiver Form. The student’s parent or guardian is responsible for any medical bill. The Youth Unlimited secondary insurance will only consider payment for costs the primary insurance did not cover if the

parent submits the proper claim forms. If you or a student you brought is injured and treated, please ask the Host Team for the Youth Unlimited insurance information, or contact the Youth Unlimited office directly.

Small Group Discussions:

You will lead a small group throughout this faith-forming experience. The discussion times will help students verbalize what they think and how they feel about the entire day and about the worship session. You will be provided with a guide for each session.

Lead by example. If you want the students to open up, then take the lead in sharing from your heart. Keep your antenna tuned for underlying problems, and privately encourage the students to share with you, their youth leader, the Spiritual Life Leader or the Host Team Coordinator if there is a problem.

Start your first group meeting by explaining that all discussions will be confidential except for matters where students have been harmed or have harmed themselves or others. Ask the whole group to commit to keeping the conversations confidential.

You are not to counsel students of the opposite gender on a one-on-one basis. Be very careful to have conversations with students in open areas, and take note of the way you express concern for the students' emotional/spiritual well-being. See the *Youth Unlimited Sexual Misconduct Policy* for more information.

Sleeping Arrangements:

Adults will share living quarters with teens of the same gender. It is your responsibility to help get the teens into the sleeping quarters and lights out by the designated time each night. The days are filled with work and activities, and it is important that everyone gets proper rest.

Comparisons:

Please do not compare one mission experience to another. Every experience is different in location, community, culture, ministries, structures, speakers, worksites, participants and attitudes. Come prepared for a new experience.

Concerns and Collaboration:

If you have a concern or complaint about the experience, please take it directly to the Host Team. Please do not discuss your concerns with others, either adults or teens. We need to keep the mission experience positive. Be solutions-oriented, and collaborate to improve the project.