

# EXPLORE THE EXPERIENCE



**Thank you so much for your interest in serving with ALIVE!**

ALIVE exists to help Middle School and High School students find and follow Jesus Christ. ALIVE gets its name from Ephesians 2:4-5 which states "But God, being rich in mercy, because of the great love which he loved us, even when we were dead in our trespasses, made us ALIVE together with Christ." In light of this truth, our greatest desire is that Jesus is glorified in everything we do.

It's a miracle that God takes dead hearts and makes them ALIVE. It's because of Jesus Christ that we are ALIVE, redeemed through the blood of Jesus, and reconciled to God. ALIVE is a celebration of what the gospel has done, and is doing, in our lives!

A typical night at ALIVE is driven by our Life Groups. Everything we do from corporate worship, relevant teaching of God's Word, all the action in our Student Center concourse, and all of the food, exists to set up Life Groups to be successful.

The following guidelines are designed to aid and protect everyone involved in leadership at ALIVE so that we can work together in a way that allows us to focus on the real reason we are joining together in this ministry – the spiritual growth and benefit of the students.

Please let us know if we can answer any questions or serve you in any way!

*- Tim Wadsworth*

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## **ALIVE Student Ministry Contacts**

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## Communication and Connecting Points

ALIVE communicates primarily through weekly **leader emails** and secondarily through **texting** for cancellations and emergencies.

**Linktr.ee:** All updated social media and leader links, announcements, and events.



Please note 2 essential action items from the QR above:

- 1) Join our Leadership Team text thread by texting "LEADER" to (864) 523-4200
- 2) Download the Planning Center Online Services app for the best interface for our leader emails (pictured below for reference)



## **Sunday Evening Schedule**

5:00 p.m.- Doors Open; Check-in and Dollar Dinner begin

5:30 p.m.- High School and Middle School Programming

6:30 p.m.- Life Groups

7:00 p.m.- Programming ends

7:30 p.m.- Doors Close

## **Monthly All-Leaders Meeting**

Typically second Sundays of the month at 7:15 p.m. after ALIVE dismisses. This may be adjusted for holiday breaks.

## Typical ALIVE Schedule

**Check-In:** In order to keep students safe, all students, leaders, and visitors check in at the stations in the B lobby where they receive a name tag that they are expected to wear until they leave ALIVE for the evening. Check-in opens at 5:00 p.m.

**Dollar Dinners:** From 5:00-5:30 p.m. students and leaders can get a slice of pizza for a dollar. On special occasions, we cater a meal that is \$3 per plate. First time guests receive vouchers at check-in and eat for free!

**Services:** Middle School and High School typically split for teaching, and MS will dismiss to the Community Room. Sometimes a portion of the service, often worship, will be held together in the main B chapel before MS dismissal.

**Life Groups:** Following teaching and worship, students meet in Life Groups appropriate to their grade and gender. Life Groups provide a time for students to ask questions and personally go deeper into God's Word.

**Pick-up Procedure:** Life Groups wrap up around 7:00 p.m. and have about 30 minutes to continue conversations and for Life Group Leaders to debrief before the doors close for the night. Parents should have their students picked up by 7:30 p.m.

## **Ministry Needs and Responsibilities for Leadership Team**

At ALIVE there are two separate types of roles: shepherds and chaperones. Life Group Leaders fill the shepherd role, developing deeper relationships with students. Chaperones help facilitate the execution of Sunday nights at ALIVE. All of these roles require a person to be "Child Safety Approved".

On the second Sunday of every month, there is an **All-Leaders Meeting** in the Community Room. These meetings are essential for communication, so please make every effort to attend. At this meeting we communicate any updates and clarify policies, have time for questions from Life Group Leaders, and spend time praying over each other and connecting as a team.

### **Life Group Leader:**

Life Groups are a follow-up to the curriculum teaching. We want this to be a time of personal application and digging deeper into God's Word. Leaders help shepherd groups of students organized by gender and grade. Most of our leaders "travel" with their 7th grade class from the time they enter our ministry all the way through graduation (more on page 12).

We expect our leaders to have faithful attendance on Sunday nights to better connect with the students. Leaders are also strongly encouraged to be available for the students in your group throughout the week if they need your advice, prayers or just someone to talk to. We believe this model establishes a connection and a relationship for the greatest impact as a Life Group Leader in a student's life.

### **Life Group Coach:**

A Life Group Coach assists in mentoring and coaching the adult leaders at ALIVE. This role also requires being at all monthly leader meetings on the second Sunday of every month. This team is typically filled with people who have seen their ALIVE kids through their senior year of High School or well into their adult years. We value people with schedule flexibility in this position since that opens doors to meet outside of standard ALIVE hours to check in on ALIVE Leaders.

### **Crowd Control:**

Individuals are needed to make sure all students are properly checked in, and help introduce first time guests and their families to Tim Wadsworth, Nick Poole, or one of their Life Group Leaders. It is Crowd Control's responsibility to help clean up any messes that are made, protect students from injury, have access to the first-aid kit, and help put up game equipment and lock everything up when ALIVE is over.

**Dollar Dinner:**

These are leaders who serve dinner and operate our snack shop on Sunday nights from 5:00-5:30 p.m. alongside students in the ALIVE Cafe. These leaders are responsible for handling money and monitoring our cash box as well as clean-up once serving is done.

**Check-In Team:**

This team is made up of adult volunteers and Student Leaders who can help check in our students when they arrive. Check-in is from 5:00 to 5:45 p.m. This team will help students get checked into our system on the tablets. This team also assists first-time guests fill out the proper paperwork and then connects them with someone from Crowd Control.

**Tech Team:**

The Tech Team cues lights and videos, runs the soundboard for our worship team, and runs slides for worship. When ALIVE is over, they also turn the system off and secure any tech for the following week. No prior experience is necessary but a general proficiency with technology is helpful.

*These volunteers need to be available for band rehearsal on Thursdays and on Sundays before ALIVE.*

**Transportation/Special Events:**

This is for people who can only serve at ALIVE three or four times a semester. They are utilized in various ways, such as transportation for special events and additional leadership at our events (fun, service, and outreach).

**Buddies:**

Buddies are trusted adults who walk with a special needs student and gently encourage participation. Buddies are paired with one specific special needs student who could benefit from a leader sitting with them in Life Groups or taking a break together on a sofa/separate area as needed. This helps all our students thrive in Life Groups.

# **KNOW SHOW GROW**

## **KNOW SHOW GROW**

First and foremost, your job as a Life Group Leader is to get to **KNOW** your students. (What's their last name? What's their home life like? Where do they attend school? What are their interests?) As you get to know your students you are learning how to **SHOW** them the love of Christ and living as an example of what it looks like to live a life committed to Christ. If we do these two things well, guiding students to **GROW** in their relationship with Christ will come naturally.

## **The Art of Asking Good Questions**

### Primary Questions for Life Groups

- 1) What stood out to you?
- 2) What are you going to do about it?

Each leader will receive the teaching outline plus Life Group questions every Thursday so they can prepare for the upcoming Sunday!

## **Time-Tested Discussion Tips**

- 1) Talk less, listen more. This is time for students to process, not for leaders to re-teach the lesson.
- 2) Keep it about the students and their lives. Leaders are to keep personal sharing minimal to maximize time for students to share.
- 3) Get comfortable with silence, no need to fill the space. If needed, ask a student to rephrase the question or move on to the next question.
- 4) Ask open ended questions, not "yes or no" questions.
- 5) If students are wrestling through a specific topic or question, follow up during the week.

## Traveling with Students

ALIVE Student Ministry is a very relational ministry that seeks to empower adult leaders to guide students in their relationship with the Lord. Our guy leaders work with guys and ladies work with ladies. As an important part of our philosophy of ministry, we ask Life Group Leaders to start in 7<sup>th</sup> grade with a group and “travel” with that same group all the way through 12<sup>th</sup> grade and graduation. This is a large time commitment, so ALIVE has built in holiday and special event breaks throughout the year. Additionally, Travel ALIVE and Summer Ministry are optional for our adult leaders.

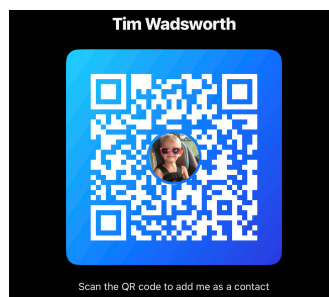
## Communication

Communication from ALIVE Student Ministry Staff will come through email, text message, and the ALIVE Leader Facebook group. Planning Center Online (PCO) is our software to organize events, including a breakdown of the schedule for the night, as well as an opportunity for you to communicate whether or not you will be available for that evening.

*This is our strongest expectation for your communication back to us.* Simply take a few minutes to click “confirm” that you will be there, or “decline” that you won’t. If you need to decline a certain week, just take a moment to let us know what’s going on in the reason “why” box. That keeps us informed, allows us to better minister to you, and also make any planning adjustments for the night.

## GroupMe

There are times Tim will use GroupMe rather than texting for communication (Retreats, LG Updates, UNOW). Take a moment and use the QR to add him now.



## **Policies and Procedures**

ALIVE is blessed with an All-Star group of Staff, Leaders, and students. Our heart is for the protection of all those in our care. These guidelines ensure that everything in our ministry is done with transparency and care for the vulnerable.

- Our Child Safety Process begins with Membership and includes an application with references, a background check, and both online and in-person training.
- It is our standard policy that adults and student leaders do not meet alone with a student of the opposite sex.
- While on campus, staff members and screened volunteers will not be in secluded or isolated one-on-one interactions with any student that participates in ALIVE. If a situation arises in which a student must speak with an adult privately, this will occur in either an open area, an office with a door open, or with a closed door that has a window. Additionally, in these instances some other leader will be informed of that meeting so that they can view or interrupt this meeting at any time.
- Travel Arrangements: A volunteer is NEVER to be in a car with only one student. There must be another adult or a group of students present in the vehicle. The volunteer must also have parent permission to drive students.
- Off-site meetings may occur in public places (such as coffee shops). NHC encourages wisdom when parents approve an off-site meeting. Therefore, leaders are required to secure parental permission via text or email. Additionally, leaders must notify the Director of Middle School Ministry or the Pastor of Student Ministries via text or email regarding the meetings.
- When it comes to parents and our students, the parents have the final word when it comes to their children.
- For more information on North Hills Church's Child Safety Process, please read our child safety policy [here](#) or at the QR link on page 6.

## **Violence Policy**

At North Hills Church, we are committed to providing a safe and nurturing environment for all of our students. As part of this commitment, we have established the following policy regarding violence within ALIVE:

### **1. Prohibited Behaviors**

Any form of violence, including but not limited to physical altercations, verbal threats, intimidation, bullying, or harassment, is strictly prohibited within the youth group and at any ALIVE-related events.

### **2. Reporting**

Any student who becomes aware of, or is a victim of, violent behavior is encouraged to report the incident to an ALIVE leader or staff member as soon as possible. We take all reports of violence seriously and will address them promptly and confidentially. Leaders should report these discussions to Tim directly and follow procedures as laid out in our Child Safety Policy.

### **3. Parent/Guardian Involvement**

In the event of a violent incident involving a student, the parents or guardians of all parties involved will be promptly notified and involved in the resolution process.

## **Camp**

All policies and procedures, including our violence policy, apply to staff and volunteers who travel with students to and from various camps. These guidelines also govern their behavior while at camp.

Any student ministry worker who suspects a student is suffering from neglect or physical/sexual abuse must follow the NHC Child Safety Policy protocol as well as report that information to the Pastor of Student Ministries or the Director of Middle School Ministries.

## **Emergency Evacuation Procedures**

Students and leaders exit through the nearest fire exit and proceed to the upper parking lot. Make sure that all of your Life Group students are accounted for.

If the emergency occurs after students are dismissed to Life Groups, each Life Group Leader should make sure that all of your students are accounted for once you reach the upper parking lot. Groups should take the closest outside exit and then proceed to the upper parking lot.

In the event that someone cannot be accounted for, leaders should contact the Pastor of Student Ministries, Director of Middle School Ministry or a member of Crowd Control to search the building. Once the building is exited, no one should re-enter for any reason until the building has been cleared by official personnel.

There are fire exits located: on the far end of the mezzanine, at the bottom of the stairwell, in the front alcoves by the stage, in the hallway along the kitchen, in the front B/C lobby, by the courtyard, and in the back of the Community Room near the kitchen. Please do not exit through building D unless other exits are blocked and it becomes necessary.

**C-** Consider the situation

**A-** Assist the person in need

**L-** Lead help to the situation

**M-** Move uninvolved people away from the situation

## **Explore the Experience**

### **STEP 1 – I DO, YOU WATCH**

In this 2-week step, each volunteer spends their first week in High School and the second week in Middle School. This is done so that one can see the broad scope of ALIVE. After completing this step, turn in Explore the Experience paperwork and communicate which role you would like to serve in to Tim or Nick. At this point, you will need to have the Child Safety Process completed before proceeding.

### **STEP 2 – WE DO**

Once you have narrowed down where you would like to serve, you will observe and shadow one of ALIVE's current leaders to see if that position is a good spot for you.

### **STEP 3 – YOU DO, I WATCH**

This step is a chance for us to see you in action. You will be mentored by your partner from Step 2 and monitored as you begin to actively serve. This is not an opportunity for us to "judge" you, but to come along side you and teach you.

### **STEP 4 – YOU DO**

In the final step in the ETE process, you will be fully integrated to serve in your role. This is the first chance for you to experience what it will be like once you become an official leader at ALIVE.

Each person that goes through the Explore the Experience process is responsible to follow these steps and keep Tim Wadsworth informed as you move on to each next. Each person only has 2 visits as someone NOT Child Safety Approved, so keep that in mind as you plan when to start your steps of ETE. We believe that after you complete these four steps, we have adequately set you up for ministry success.

## **Alive Student Ministry Curriculum**

Our teaching is a response to a burden to help teenagers know Christ through his word by providing biblically based teaching followed by a strategic plan through Life Groups.

Here's what we know:

- Students are developing their belief system. Statistically, most Christians claim their heart change and salvation came during their middle school years, ages 12-14.
- Students need help seeing how scripture relates to their lives.
- Students need to internalize truth. The turning point for many believers when it comes to owning their faith or walking away from church is age 16. For students to carry their faith into adulthood, it must be their own.

To meet these needs, students at ALIVE journey through God's Word through topical expository teaching.

### **Find and Follow Objectives**

- Present a clear picture of the gospel and the value of salvation
- Cover the big picture of God's story and how he changes lives
- Build the foundations of Life Group-style learning
- Begin to gather their community and learn how to make good friendships
- Receive teaching on topics like accountability, technology, and relationships
- Practice studying God's word together with their Life Groups

### **Spiritual Habits**

**H** - Hang time with God

**A** - Accountability Partner

**B** - Bible Memorization

**I** - Involvement in the Church

**T** - Tithing and Generosity

**S** - Studying Scripture and Sharing your Faith

## **Alive Student Ministry Covenant**

The opportunity to invest in students is a great one. There is a mandate from God to commend the works of God to the generations that come after us; to speak of his splendor and faithfulness; to testify to his provision and proclaim the good news of his son. It comes with a great weight, responsibility, and joy. In light of this, we would like to enter into a ministry covenant with you as a North Hills Church Volunteer with ALIVE Student Ministry.

As you initial and sign on the next page, we become partners in the gospel (Philippians 1:5), with each of us making a pledge to uphold and abide by the Statement of Faith of North Hills Church, to honor the Membership Covenant, and to abide by the expectations and policies set by ALIVE student ministry.

## **Alive Student Ministry Covenant**

\_\_\_\_\_ I agree to uphold and abide by the Statement of Faith and honor the Membership Covenant. This includes protecting the unity of my church, growing in my personal relationship with Christ, serving the ministry, and sharing in the mission of my church.

\_\_\_\_\_ I agree to complete all forms and steps necessary in the enlistment and screening for the NHC Child Safety Process.

\_\_\_\_\_ I agree to conduct myself with integrity and discretion in any relationship that I may have with another volunteer or staff member such that my relationship models godliness and does not serve as a distraction to ministry.

\_\_\_\_\_ I agree to dress in a modest and appropriate way at all ministry-related functions.

\_\_\_\_\_ I agree to walk in integrity by being faithful with my time, in my preparation, and in my stewardship.

\_\_\_\_\_ I agree to fulfill my ministry commitment by spending time in prayer, preparational study and, outside any unforeseen circumstances, seeing my students all the way through to High School graduation.

\_\_\_\_\_ I agree to communicate according to ministry policies through PCO about times I will be out of town or unavailable.

\_\_\_\_\_ I agree to maintain a teachable spirit and humble attitude; to live above reproach, understanding that I am a role model for the students who will look at me to model Jesus.

\_\_\_\_\_ I agree to submit to spiritual authority and to resolve any conflicts according to the biblical process outlined in Matthew 18.

Applicant Signature \_\_\_\_\_

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

## **Explore the Experience Questionnaire**

Describe three major ways in which you have grown in your spiritual journey since you became a Christian.

What is your greatest strength?

What is your greatest weakness?

What do you believe God is teaching you right now?

What are activities you enjoy doing outside of North Hills?

What does the word "ACCOUNTABILITY" mean to you? Do you have an accountability partner or group? If so, who?

How do you handle conflicts with others?

Are there any special circumstances or issues in your life (past or present) that would have an impact on your commitment and involvement in the student ministry?