



Welcome to the Human Resource Department of High Country Enrichment Classes!

We are pleased you have decided to step forward and explore the Youth Opportunities for service at High Country. You are a VIP (Very Important Person) to us and we look forward to talking with you about serving in one of the many positions we have designed just for our youth who are interested in becoming a member of the High Country Leadership Team.

Yes, you read that right. Every person who joins our team, including youth, is considered part of the leadership team of this ministry. We take that idea very seriously and expect to see each one excel in being a witness for Jesus Christ.

Enclosed is the *Youth Ministry Application*. Please return your completed *Application* to the HCEC Guest Services Counter personnel during classes, or mail to:

High Country Home Educators
C/O Wendy Ferguson
PO Box 62284
Colorado Springs, CO 80962

Once we have received your paperwork, you will be contacted for an interview. If you have any questions, please call 278-9135 ext. 2 or email at: ECHumanResources@hche.org.

In His Service,

Wendy Ferguson

Wendy Ferguson
Human Resources Manager
High Country Enrichment Classes

Youth Volunteer Positions

Position: Youth Ambassador – Ages 14-18

This program was established to give our older young people the opportunity to volunteer and serve the families of HCEC while earning credit toward High School Community Service Requirements. Positions are scheduled in 1 hour increments for certain hours of the day on both Tuesdays and Wednesdays, with a 12-week commitment.

Responsibilities:

- Be a consistent witness for Christ, New Life Church and High Country
- Hang/take down room signs and put out /retrieve flyers and Café signs
- Assist Guest Services and Program Support with various duties
- Assist in end-of-the-day clean up and tear down

Position: Dining Detective – Ages 12-18

Working as a part of the lunch program is an act of service to others. Your smile, helpful attitude and courtesy will minister to every person as they come through the line. For this you will earn lunch credit for every hour you serve.

Responsibilities:

- Be a consistent witness for Christ, New Life Church and High Country
- Help set up or tear down the lunch area
- Serve food, stock food and drinks, and help to keep the lunch area clean
- Run errands, as needed, for the Coordinator

Position: Teachers' Tots – Ages 12-18

In Teachers' Tots, you will have the honor and privilege of helping shape young children's minds and hearts as you serve each week and love on our youngest students at High Country.

Responsibilities:

- Be a consistent witness for Christ, New Life Church and High Country
- Help Lead Teacher with various duties; including, but not limited to, cleanliness and order in classroom, restroom breaks (girls only), diapering (girls only), and child supervision.
- Familiarity with young children and a desire to serve in a Christ-like manner.
- Responsible and honorable with words, timeliness and actions.

Position: Teachers Assistant--Ages 14-18 Placement depends on age of students. See Family Handbook for further information for the various ages.

Work alongside a teacher in a classroom as a helper and role model throughout class.

Responsibilities:

- Be proactive in finding ways to help teacher and students
- Help set up and tear down classroom and clean up messes
- Walk kids to the bathroom

Qualifications and Training for all Youth Positions

- Basic relational skills
- Personal desire to serve
- Initial training is provided during workshop time at Leadership Training, followed by on-the-job training throughout the semester as needed

To Apply: Obtain a Ministry Application from Guest Services, fill it out, return to Guest Services and you will be contacted for an interview. If you have any further questions, please contact:

Wendy Ferguson at 278-9135, ext. 2 or by email at humanresources@hche.org

Updated 09/2017

Updated 02/2016

High Country Home Educators YOUTH MINISTRY APPLICATION

719-278-9135, ext. 2

High Country Home Educators admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

APPLICANT INFORMATION

DATE:

Name:

Personal Email (optional):

Date of Birth:

Parent's Name:

Male Female

Parent Email Address:

Parent Cell Phone:

Address:

Youth Cell Phone(optional):

City:

State:

Zip Code:

Church you attend:

Length of time you have attended:

MINISTRY AREA FOR WHICH YOU ARE APPLYING

See Youth Ministry Position Description

Position Desired:

Day(s) Available: Tuesday Wednesday

Time(s) Available:

Have you reviewed a job description?

Do you understand the job requirements?

Are you able, with or without accommodation, to perform the essential duties of this position?

Yes No If no, please explain: _____

List any gifts, training, education, or experiences that you have:

What is your greatest strength/weakness?

How did you find out about HCHE youth positions? _____

SPIRITUAL BACKGROUND

Have you ever worked or volunteered at High Country before? Yes No

If yes, please describe: _____

Have you asked Jesus Christ to be Lord and Savior in your life? (John 3:3-8)

Yes No If yes, when? _____

Have you received baptism in the Holy Spirit? (This is not water baptism) (Mark 1:8)

Yes No If yes, when? _____

If you attend a church other than New Life Church, please give:

Pastor's Name: _____ Church Phone: _____

List any previous Ministry Involvement: _____

Ministry leader's name & phone: _____

Please share your personal testimony concerning your relationship with Jesus Christ. (see Luke 9:26)
(use additional paper if necessary) :

SPIRITUAL BELIEFS (Initial all statements that apply)

I Believe:

Initials

In the Virgin Birth (Isaiah 7:14) and Deity of our Lord Jesus Christ (Matt 1:23).

That Jesus is God's Son (John 3:16) and the only sacrifice for sin (Romans 3:23-25).

That Jesus rose bodily from the dead (Romans 10:9) and now sits at the right hand of the Father in Heaven (Mark 16:19)

In eternal damnation for the lost (Luke 16:19-31).

That the Holy Bible is infallible (2 Timothy 3:16).

That a person must be born again to receive eternal life (John 3:3-8).

CONFIDENTIALITY AGREEMENT

- Each student at HCEC has the right to privacy. Any information regarding families of HC must remain confidential, whether discovered in written form or overheard in conversation. No information about any family at HC is given out by any youth hired by HCEC.
- High Country Home Educators deals with many confidential issues pertaining to its members and families and staff.
- All HCEC emails and phone lists are for HCEC use only and should not be used for any solicitation purposes.
- As a Youth Vital Partner, it is your responsibility to honor all aspects of HCEC Confidentially Agreement. When a confidential situation arises, it is your responsibility to report that information to your supervisor. It is very important that you do not discuss confidential information with other youth.

Do you agree to the confidentiality agreement? Yes No (Read above before marking)

REFERENCES –**List Two Personal Adult References Other Than Relatives:**

Name:	Relationship:	
Email:		
City:	State:	
Home Phone:	Cell phone:	

Name:	Relationship:	
Email:		
City:	State:	
Home Phone:	Cell phone:	

List a Spiritual Life Reference (Small Group Leader, Bible Study Leader, etc.~~ This person must know you well)

Name:	Phone:	
Email:		
City:	State:	
Organization Name:	Title/Position:	

CERTIFICATION

My answers on this application are complete and true. I understand that the submission of any false or incomplete information in connection with my application, whether on this or other documents or interviews, will be cause for the rejection of my application and the termination of my position at any time. I authorize High Country Home Educators and its agents to verify any information related to my application. I also authorize individuals to freely release any information concerning my background, and hereby release all of them from liability for doing so.

If High Country Home Educators hires me, I understand I will be hired at an at-will basis for an allotted period of time, and that High Country Home Educators shall comply with appropriate federal and state laws and regulations prohibiting discrimination on grounds of race, color, gender, national origin, age or disability.

PRINT NAME: _____**SIGNATURE:** _____**DATE:** _____