

# Sacramental Team Application Packet

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# Welcome

Dear Potential Confirmation & Sacramental Prep Leader,

I am looking for talented ministers to serve in our Confirmation & Sacramental Preparation Program. I believe that solid ministry is built on relationships between adult staff and youth. Relationships are key to youth feeling loved and accepted so that they can understand the love of God in practical ways. This is when real spiritual growth takes place in the youth's life.

A Youth Ministry like this requires a substantial team of volunteers working at all levels – from adult members who leading small groups to assisting setup on environments and food volunteers. The challenge of our ministry is to access the wealth and diversity of resources within and around the area parishes so as to provide a meaningful and effective faith formation program for younger and older adolescents which engages their energy, imagination, curiosity, compassion and playful spirit in an exploration and engagement of our Catholic faith.

Thus, the quality of our volunteers is very important. I am looking for men and women who have made a commitment to Christ and have a desire to care for the youth. I encourage you to pray about joining our ministry, before making your decision to start the process. Because I place a great value on this ministry, I place a great value on our volunteers.

Once I have received your response, I will schedule an appointment.

Our Sacramental Prep & Confirmation ministry is a great way to give your time to serve the Lord. I'm looking forward to meeting with you and spending some time talking about your hopes and desires for ministry. If you have any need to reach me, please feel free to call.

God Bless,

Roberto M. Perez

# A Youth Ministry Overview

## What the Youth Need from Youth Ministry

Changing the youth world happens one youth at a time. The youth do NOT connect to programs; they connect to people. The most effective way to influence youth is through a significant relationship with key people in their lives. Our goal is to develop leaders who will walk the journey to Christ with teens.

### Teens need adults who will:

- Love God and live for Him
- Be interested in their lives
- Take the initiative to spend time with them
- Pray for them
- Be authentic (real)
- Say encouraging words
- Believe in them
- Laugh
- Go to “their world”
- Remember their names and care for them
- Share God’s love through personal experience
- Be consistent to the programs
- Be patient
- Enjoy life and live the seven essential values (Love, Evangelization, Joy, Vocation, Affirmation, Authenticity, Eucharistic Spirituality)

## How to be Involved in The Youths Lives

There is a description of the application process later, but first it is important for you to understand what commitment I ask from our staff. For effective youth ministry, you need to:

1. Understand the reason we exist as a youth ministry. Look at our values and goals on the next page.
2. Commit to the Youth Ministry. Consider the role that God has created your gifts to serve in.
3. Grow as a Minister. Develop your abilities through prayer, classes, and conferences. This will ultimately have an impact on the rest of the ministry.
4. Understand the reason we exist as a ministry. To let Christ shine through us so we may gather as a family in His name, seeking to guide all to become a light to the world.

# 7 Core Values Of Youth Ministry

## Love

"We love because He first loved us" – 1 John 4:19. We must strive in all moments and circumstances to love others as Christ loved. This foundation, simple in premise and command, serves as the basis for our ministry.

## Evangelization

We speak truth to God's people, inviting them to know Him more deeply. Driven by a desire for all to know the mercy and love of God the Father.

## Joy

We live by an unrelenting belief in the goodness of God, and in His desire not for our momentary happiness, but our everlasting life. The spirit of our Youth and Worship ministries is one of pure joy, keeping life in perspective and allowing the peace of God to reign in our hearts, regardless of what the world might bring at any given moment.

## Vocation

We maintain openness to the call of God in our lives and a willingness to discern, respond and prioritize our lives according to that call. Whether designed for the religious, married, or single life, we not only embrace the vocation we were designed for, but insure that it remains primary, not allowing God's work in ministry to overtake God's call to holiness.

## Affirmation

We refuse to be overwhelmed by the negativity pervading our culture. Words and actions are designed by the Creator to bring life to creation, not death. We make every effort and take every opportunity to build up the Kingdom on Earth, rather than tear it down.

## Authenticity

We live authentically, not denying our human weakness or shying away from the need for personal improvement, but working toward holiness, with resolve. The world needs quality examples of Catholic men and women who live out their faith. As leaders in ministry, we live our faith authentically, providing the living example of a Christian and giving hope that others, too, can follow Christ.

## A Eucharistic Spirituality

We seek to become one with Christ in all ways. Through a strong devotion to the Blessed Mother, we develop a more profound understanding of Jesus Christ. Through the Holy Scriptures, we grow in sanctity through the Incarnate Word. Through openness to the Charisms of the Holy Spirit, we allow God's love to permeate this world. Through adherence to the Church that our Lord established, we act in obedience and humility. Through our frequenting of the Sacraments, especially the Eucharist in Most Holy Communion, we become one with the living God. These intimate experiences with Christ are unmistakable signs of His love.

# Team Members Commitment to the Youth Ministry

## The Mass

- Commit to attending Sunday Mass
- Prepare your heart before Mass by praying for the power of the Mass and the success of the youth ministry programs that week
- Dress appropriately for Mass
- Foster hospitality
- Participate fully in the Mass and set an example.
- Demand respect from the youth in a loving yet firm manner.
- Support your team members in disciplinary situations.
- Invite youth to youth Nights before and after the Mass

## Confirmation Evenings

- Arrive on time to your scheduled events.
- Receive guidance from the Team Members assigned to the particular Confirmation Evening.
- Be prepared for each Confirmation Evening by knowing before hand what needs to be done.
- Create a Catholic environment where openness and depth are embraced.
- Work as a team to clean up at the end of the evening in an efficient and joyful manner.
- Participate on a Confirmation Night planning team as needed.
- Use the Confirmation Night planning sheets as provided by Team Members.

## Retreats

- Attend your scheduled retreats throughout the year.
- Attend all the planning meetings that are needed.
- Responsibilities for the retreats are the same as those for a confirmation evening.
- Remember this is a time when teens can be vulnerable. Maintain and keep boundaries that are important.

## Team Meetings, Trainings, & Interaction

- Attend all scheduled meetings and trainings and arrive on time
- Ask questions about what you don't understand regarding the Sacramental class teachings
- Grow as a minister

## Team Interaction

- Give feedback to other Team members and to the Youth Minister
- Praise your fellow Team members when they work hard and accomplish good work
- Graciously accept compliments from your fellow Team members

# Sacramental Team Application

**Instructions** (Note: Illegible answers cannot be considered.)

1. Read through all the questions before you begin your answers.
2. Answer all the questions.
3. Please clearly TYPE or PRINT each answer. Use separate paper when necessary.
4. Very Important: When answering these questions, be yourself. There are no right or wrong answers. These questions are simply vehicles for us to learn who you are.
5. Also Very Important: Rest assured that all information will be held in strict confidence by the staff of the youth ministry program.

Here are a few important facts about being a member of the Sacramental Team:

- Team members must be at least one year out of high school or older.
- Team members should possess the following qualities: a personal commitment to Jesus Christ, an unconditional love for teenagers, a love for the Catholic Church, regular participation in Sunday worship, a personal prayer life, freedom from serious sin, regular reading of Scripture, and openness to using the gifts of the Holy Spirit.
- Team members must be open to training and completing all background checks and requirements set forth by the diocese.
- Team members must continue to possess the above-mentioned qualities throughout the duration of their commitment. Team members are free at any time to unconditionally terminate their relationship as a Sacramental Team. At the same time, the ministry of Sacramental programs retains the option to ask you to step out of this ministry if it becomes clear to us that the Lord is not calling you to this specific ministry, or if mitigating circumstances make it unwise for you to continue in this ministry.

## APPLICANT'S INFORMATION

\_\_\_\_\_  
Last Name First Name MI

\_\_\_\_\_  
Current Address

City \_\_\_\_\_ State/Province \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_

Home phone \_\_\_\_\_ Work phone \_\_\_\_\_ May we contact you at work? \_\_\_\_\_

Cell phone \_\_\_\_\_ E-mail: \_\_\_\_\_

Are you older than 18 years of age?  Yes  No Gender \_\_\_\_\_

## EDUCATION

Please check the one that applies to you and fill in the requested information. Leave blank those choices, which do not apply.

- Presently, I am in college. \_\_\_\_\_ (College and class)
- I graduated from college. \_\_\_\_\_ (College)
- I graduated from high school in \_\_\_\_\_ (year).

**EMPLOYMENT**

Please document where you work.

Business name \_\_\_\_\_ Phone number \_\_\_\_\_  
Job Title \_\_\_\_\_ Your duties \_\_\_\_\_

Please document any other work related trades or talents. (i.e. construction, public speaking, street evangelist...)

**VOLUNTEER HISTORY**

Please document the last two volunteer positions you held. Use "A" below to indicate your most recent volunteer service.

A. Organization's name \_\_\_\_\_ Phone number \_\_\_\_\_  
Your duties \_\_\_\_\_  
Frequency of involvement (e.g. once a month) \_\_\_\_\_  
Starting date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Ending date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
                  month year                   month year

Reason for leaving \_\_\_\_\_

B. Organization's name \_\_\_\_\_ Phone number \_\_\_\_\_  
Your duties \_\_\_\_\_  
Frequency of involvement (e.g. once a month) \_\_\_\_\_  
Starting date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Ending date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
                  month year                   month year

Reason for leaving \_\_\_\_\_

**DIOCESAN / PARISH INVOLVEMENT**

Please check all that apply to you and fill in the requested information. Leave blank those choices, which do not apply.

- I have been a member for \_\_\_\_\_ years/months.
- I have worked or volunteered at \_\_\_\_\_ parish.

I have...

- taught or assisted in a religious education program in (my home parish) / (another parish). please circle one or both
- assisted in a youth ministry/ youth program in my post high school years or middle school years.
- served as a lector, Eucharistic minister, alter server, and/or choir member at a parish.
- served in a parish or diocese in other capacities (i.e. coordinated or assisted with the parish festival, assisted in the parish or diocesan office, etc.) \_\_\_\_\_

How often do you attend Mass?

- Daily
- Weekly
- Monthly
- Rarely
- Never

## AVAILABILITY

1. Please list any activities or commitments, which might prohibit you from being available on Sunday / weekday evenings or weekend retreats. Please list dates and times of these commitments. \_\_\_\_\_  
\_\_\_\_\_
2. How would you feel if, after having completed the application form, interview, and/or training for the Sacramental Team you were not selected? \_\_\_\_\_  
\_\_\_\_\_
3. When would you be available to meet for an interview? \_\_\_\_\_

## CATHOLIC / SPIRITUAL FORMATION

1. Please check all that apply to you and fill in the requested information. Leave blank those choices, which do not apply.

- I am baptized
- I was confirmed in the Catholic Church at the age of \_\_\_\_\_
- For the past 12 months, I have met my obligation of attending Sunday liturgy and Holy Days of obligation.
- I converted to Catholicism at the age of \_\_\_\_\_ from the \_\_\_\_\_ faith.
- I attended a Catholic school in grades \_\_\_\_\_
- I attended a Catholic college/university for \_\_\_\_\_ years.
- Other than in school, I attended religious education classes in grades \_\_\_\_\_
- As a junior high or senior high student, I participated in a Catholic youth ministry program in grade \_\_\_\_\_
- Other religious formation I received while growing up included (i.e. RENEW, RCIA, a non-Catholic but Christian education, a non-Catholic but Christian youth ministry program, Campus Crusade, etc.)  
\_\_\_\_\_  
\_\_\_\_\_

2. Have you participated in any bible studies, religious education classes, Christian fellowship groups, etc., since you have been out of high school? Please elaborate...  
\_\_\_\_\_  
\_\_\_\_\_

3. Are you considering, or have you considered a Religious Vocation?

- Yes
- No

4. What position(s) are you interested in?

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Year 1 Confirmation Alpha Leader  | <input type="checkbox"/> 1 <sup>st</sup> Year MS Sacramental Prep Catechist | <input type="checkbox"/> Catechumen Catechist                 |
| <input type="checkbox"/> Year 1 Confirmation Assist        | <input type="checkbox"/> 1 <sup>st</sup> Year MS Sacramental Prep Assist    | <input type="checkbox"/> Sacramental Snack Donation Volunteer |
| <input type="checkbox"/> Year 2 Confirmation Chosen Leader | <input type="checkbox"/> 2 <sup>nd</sup> Year MS Sacramental Prep Catechist | <input type="checkbox"/> Sacramental Environment Team         |
| <input type="checkbox"/> Year 2 Confirmation Assist        | <input type="checkbox"/> 2 <sup>nd</sup> Year MS Sacramental Prep Assist    |   |

5. Please check whether you accept or do not accept each of the following teachings of the Catholic Church:

A. Do you accept the Church's teaching on the Holy Eucharist?

The Holy Eucharist is the real Presence (Body, Blood, Soul and Divinity) of Jesus Christ and that when one receives Holy Communion, Jesus comes into the heart to dwell.

- Yes, I accept this teaching
- No, I do not accept this teaching

B. Do you accept the Church's teaching on contraception?

God designed conjugal love between a husband and wife to be a beautiful, selfless, total giving of one to the other, and is open to the transmission of life. Since acts of contraception are not selfless, not a total giving of one to the other and are not open to the transmission of life, contraception, which actually means "against conception" is inherently wrong.

- Yes, I accept this teaching
- No, I do not accept this teaching

C. Do you accept the Church's teaching on the sanctity of life?

All life is sacred and each life from the moment of conception has a right to life, therefore abortion, or any other method of barring a new life from implanting in its mother's womb or terminating a pregnancy is inherently wrong.

- Yes, I accept this teaching
- No, I do not accept this teaching

D. Do you accept the Church's teaching on papal infallibility?

The Pope holds the keys of Saint Peter and Christ endowed the Church's shepherds with the charism of infallibility in matters of faith and morals. When the Church through its supreme Magisterium proposes a doctrine "for belief as being divinely revealed, and as the teaching of Christ, the doctrine must be adhered to with the obedience of faith.

- Yes, I accept this teaching
- No, I do not accept this teaching

E. Do you accept the Church's teaching on pre-marital sex?

God has exclusively given the gift of intercourse to a man and woman who have pledged their lives to one another in marriage as a way of fully giving oneself to the other, being fully open to the transmission of life should God so choose to bestow this blessing

- Yes, I accept this teaching
- No, I do not accept this teaching

F. Do you accept the Church's teaching on the Immaculate Conception?

The most Blessed Virgin Mary was, from the first moment of her conception, by a singular grace and privilege of almighty God and by virtue of the merits of Jesus Christ, Savior of the human race, preserved immune from all stain of original sin.

- Yes, I accept this teaching
- No, I do not accept this teaching

**WHAT ARE YOUR TALENTS? (CIRCLE)**

Environment Team	Food Ministry	Retreat Staff Prayer Ministry
Resource Coordinator	Social Media	Publicity
Development	AV/Tech	Other: _____

**PERSONAL AND SPIRITUAL HISTORY**

Write a brief testimony about how you have come into a relationship with Jesus Christ. Include the sacraments that you have received:

Describe three major ways in which you have grown in your spiritual journey.

How would you describe your spiritual journey right now?

What accountability do you currently have in your spiritual journey?

What do you do when you have a conflict with someone? How do you handle confrontation?

Are there any special issues or concerns happening in your life right now that would have an impact on your commitment and involvement in the youth ministry? (e.g., relationships, other commitments, etc.)

What spiritual gifts do you feel you have, and how would you like to use them in the Youth Ministry?

Why do you want to be involved in the Youth Ministry?

What are some of your expectations of the Youth Ministry, the Life Teen staff, and the parish staff?

**SAFE ENVIRONMENT**

In ministering to teens, we believe it is our responsibility to seek ministers that are able to provide healthy, safe and spiritually sound ministry. You will need to complete the diocesan background checks and Safe Environment training in order to minister to teens. All forms and class times will be provided for you.

The information contained in this application is correct to the best of my knowledge. I, the undersigned, give my authorization to release any and all records or information relating to working with minors. Life Teen Ministries may contact my references and appropriate government agencies as deemed necessary in order to verify my suitability as a minister to the youth. I understand that the personal information in this application will be held confidential by the professional parish staff.

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signature

today's date

# Volunteer Code of Conduct

*Our children are the most important gifts God has entrusted to us. As a volunteer, I promise to strictly follow the rules and guidelines in this Volunteer's Code of Conduct.*

**As a volunteer I will:**

- Treat everyone with respect, loyalty, patience, integrity, courtesy, dignity, and consideration.
- Avoid situations where I am alone with children and/or youth at parish activities.
- Use positive reinforcement rather than criticism or comparison when working with children and/or youth.
- Refuse to accept expensive gifts from children and/or youth or their parents without prior written approval from the pastor.
- Refrain from giving expensive gifts to children and/or youth without prior written approval from the parents or guardian and the pastor.
- Report suspected abuse to the pastor, or appropriate supervisor and the local Child Protection Services agency or other civil authorities.
- Cooperate fully in any investigation of abuse of children and/or youth.

**As a volunteer, I will not:**

- Smoke or use tobacco products in the presence of children and/or youth.
- Use, possess, or be under the influence of alcohol at any time while volunteering.
- Use, possess, or be under the influence of illegal drugs at any time.
- Pose any health risk to children and/or youth (i.e., no fevers or other contagious situations)
- Strike, spank, shake, or slap children and/or youth.
- Touch a child and/or youth in a sexual or other inappropriate manner.
- Use any discipline that frightens or humiliates children and/or youth.
- Use profanity in the presence of children and/or youth.

*I understand that as a volunteer working with children and/or youth, I am subject to a thorough background check including criminal history. I understand that any action inconsistent with this Code of Conduct or failure to take any action as outlined in this Code of Conduct may result in my being asked to no longer volunteer in my parish.*

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volunteer's printed name

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volunteer's signature

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date