

# **YOUTH MINISTRY ONLINE TRAINING**

## **INTRODUCTION**

The key to a successful Youth Ministry program is finding an effective – yet safe – way to connect with kids today. Youth Ministers are charged with the profound responsibility of engaging young people within the Catholic Church, while keeping those who participate safe from harm. Not only are Youth Ministers responsible for safety, but the young person themselves and their parents must also play a role. The following guidelines have been developed to assist you in your role as a Youth Minister. Please feel free to contact Catholic Mutual if you have any further questions.

Thank you for all your efforts in keeping youth safety at the forefront of your ministry.



# WHAT IS YOUTH MINISTRY?

- Balancing ministry and fun - The key to a successful Youth Ministry program is finding an effective, yet safe way to reach kids today while still making it fun.

## WHAT'S GOING ON?



### Activity Selection

- Think about safety....think about risk.....
- Good idea vs. bad idea
- Assess the risk - Is it necessary for a successful ministry?

### Examples of what might be too risky:

- High Ropes Course
- White Water Rafting
- Rock Climbing/Rappelling
- Paintball
- Water Skiing
- Off-Road (Jet Skis, Snowmobiles, Dirt Bikes, ATV's)



*When planning any activity, be sure to contact the (Arch) Diocese or your local Catholic Mutual Office prior to scheduling.*

## chaperone/Volunteer

A chaperone/volunteer must:

- Complete Safe Environment requirements
- Review "CARES" Chaperone Guidelines
- Be 21 years of age or older
- View *Youth Ministry: Everything Matters and Everyone Has a Role* online training
- Attend required meetings
- Know the activity
- Understand his/her responsibilities

## HOW DO WE ROLL?

### TRANSPORTATION SELECTION

- Review (Arch) Diocesan Transportation Policy
- View *Church Transportation - Is it Necessary & Ministry Based?* online training.
- Preferred Methods
  - ⇒ Meet at location
  - ⇒ Wheels for hire
  - ⇒ Approved volunteer drivers
  - ⇒ Drivers should take *Be Smart-Drive Safe* online course

### NEVER

- Allow anyone under the age of 21 to drive
- Permit unapproved drivers
- Use 11-15 passenger vans



## Details, Details, Details

- Obtain contact information for parents
- Obtain Youth Ministry Registration Packet from each youth member
- Ensure (Arch) Diocese reviews any contract/agreement associated with activity
- Make an advance visit to off-site activity location to help foresee any potential risks
- Create a plan of action for potential emergencies
- Obtain Parent Permission Slips and Adult Chaperone Liability Waivers
- Obtain Volunteer Driver Form

# PARENTS IN THE LOOP

## Parents must:

- Know activity
- Know transportation mode
- Know destination
- Know timeframe
- Have read/signed all forms

## Parents should:

- Attend planning meetings
- View *Youth Ministry: Everything Matters and Everyone Has a Role* online training
- Be involved

# GET THE WORD OUT

- Communication (text, blogs, email, social networking, etc.) must be
  - Appropriate
  - Monitored
- Communication from Youth Ministers should:
  - Be open & transparent
  - Be sent to all youth (i.e. text, blog, email, etc.)
  - Include copy to parents
  - **NOT** be done privately with an individual youth
- If a social network site is established for Youth Ministry, it must be monitored on a regular basis. Any inappropriate material should be deleted immediately.

## WWJD?

- Code of Conduct - covenant between all participants and the Church to agree to behave appropriately and safely
- View *Youth Ministry: Everything Matters and Everyone Has a Role* online training

### Also Available:

Youth Ministry Resource Manual

Youth Ministry Quick Guide

Youth Ministry Poster



Catholic Mutual Group  
10843 Old Mill Road  
Omaha, NE 68154

Phone: (800)-228-6108  
Fax: (402)-551-2943

Email: [rm@catholicmutual.org](mailto:rm@catholicmutual.org)



# ONLINE TRAINING

## To begin the training:

- Sign onto Catholic Mutual's website [www.catholicmutual.org](http://www.catholicmutual.org). Click on "Member Login". The user name is \_\_\_\_\_ and the password is *service* (all lower case letters).
- Click on "Login"
- Select "Online Training"
- Click on "[Please click here.](#)"
- When you reach the training site, you will be prompted to:
  - Select a language
  - Select a subgroup – From the drop-down menu, select and click on your (Arch) Diocese
  - Select a subgroup again – From the drop-down menu, select your location
  - Confirm your selection is correct
  - Select "*Youth Ministry Everything Matters and Everyone has a Role*" from the drop-down menu
  - Click on "launch course"

If you experience any trouble viewing the training courses, please contact OPUS at (913) 825-1618 or email [help@opustraining.com](mailto:help@opustraining.com). They will be happy to assist you.