

Church Name/Logo

Volunteer Job Description

EVENT/TRIP CHAPERONE

Written/Revised: DATE

Overview: The Event/Trip Chaperone assists the youth ministry in accomplishing its mission: (insert youth mission statement in italics). If there is no working mission statement, move immediately to the instructions in the following paragraph.

The Event/Trip Chaperone helps nurture an event/trip environment where students have fun and grow closer to each other, adults who care about them, and God.

Responsibilities:

- Learn the names of the youth who attend the event.
- Know the details of the event such as when and where to be for pick-up and drop-off, and have solid knowledge of the event itself, its schedule, his/her role in it, and how it furthers the mission of the youth ministry.
- Focus entirely on the youth during the event. Side conversations with leaders take place at another time.
- Begin and/or strengthen relationships with youth and their parents through involvement in the event/trip.
- Pray for the youth and leaders at the event/trip, before, during, and after the event/trip.
- Take part in any strategic meetings with the pastor and the YMT and other volunteers, both preceding the event/trip and during the event/trip itself.
- Prepare thoroughly for the trip/event by reviewing any schedule and lesson plan (varies from event to event) provided by a member of the youth ministry staff.
- **Insert all that apply:**
 - Participate in the annual training event.
 - Complete safe sanctuary training.
 - Complete a background check required of all volunteers serving in the ___ ministry.

Relationships: The Position Title is part of a # -person team which reports to _____

Time Commitment: 1-3 days (the duration of the youth event itself). Formal preparation time required not to exceed 6 hours per event.

Special gifts and talents preferred: A vibrant faith and desire to build meaningful discipleship-based relationships with youth. Small group facilitation skills may be needed.

Resources/Training Provided: A member of pastoral staff provides all event/trip details necessary to ensure the chaperone can effectively execute his or her responsibilities. The chaperone also receives safe sanctuary training in accordance with Grace Lutheran policy.