

# **SEXUAL MISCONDUCT POLICY OF GRACE BAPTIST CHURCH OF STILLWATER, MN**

## **Theological Context for Christian Conduct**

As members of Grace Baptist Church, we confess our love for God as the source and giver of all life, as the One who has sole authority over life and final power over death. We acknowledge God's revelation to us both in His written Word; in His acts of mercy and justice throughout human history in the self-revelation of His love and redemptive power through His Son, Jesus Christ throughout the created order, and in the broader context of human relationships. Further, we know ourselves to be created in God's image and after His likeness (Gen. 1:27). As creatures created by God, together with the example of our Lord Jesus Christ, we are called to live in right relationship with God, with one another, and with ourselves (Mark 12:29-31). This calling to live in the fullness of our God-created humanity requires that we sustain a vital and personal relationship to God so that we may maintain the dignity of all life, out of which flows the desire and mandate to treat one another with respect.

As we become aware of the many instances of sexual misconduct occurring within as well as outside the church, it is imperative that we recognize the following:

- Human sexuality is a gift from God for the enhancement and propagation of human life, not its degradation.
- All powers, capacities and gifts of the human person are given by God and must be exercised with consideration and respect due to self, others and God.
- All and all acts of sexual exploitation, harassment and abuse constitute sin against God, against the church body, against the victim/s, and against the integrity of the self.
- The church, as ordained by Christ, is intended to be a Spirit-guided arena for confronting and confessing human sinfulness; for healing all human brokenness, including the brokenness caused by sexual violations and experienced by victims, by offenders, and by the larger witnessing community.

We recognize that while we all are in need of God's redemptive grace, we must remain committed to providing just and merciful responses to instances of sexual misconduct in the church and to reduce as much as humanly possible the chances that an act or acts of sexual misconduct might occur in our ministry activities.

## **Screening Procedures**

1. All new job applicants for paid positions, full or part time and all volunteers shall be required to complete a written application form. This application form will include at least the following:
  - a. Personal contact information

- b. The name, address, and phone number of at least two references who have worked with this individual in a prior church setting.
- c. A consent to allow church personnel to contact these references. References will be contacted by pastor. All application forms and related information will be kept confidential.
- d. Reference requirements may be waived in the case of someone who is well known or other extenuating circumstances exist that make references a moot point. This decision rests with the Senior Pastor.
- e. The following question must be answered. ‘Has a lawsuit, claim, charge, arrest, been made against you for sexual misconduct, abuse, or molestation?’”

## 2. Background Checks

- a. All paid staff, part time or full time, regardless of their job description, must consent in writing to a Federal criminal background check.
- b. All volunteers that have more than incidental contact with minors and work in our Children’s ministries, youth group, and Children’s Sunday school must consent to a statewide background check.
- c. All volunteers that will potentially do one on one mentoring or be involved with overnight activities with minors must consent to a statewide background check.
- d. Such a check will be run before employment or volunteer work will commence. Results of this background check will be shared with the potential employee. In the rare case that the information in the background check is challenged by the applicant, Pastor and Deacons shall make the final determination as to what information will be considered in the decision process.
- e. Any waiver of background checks must be approved by church Deacons

## **Supervision Procedures**

1. Two adults must share supervisory responsibilities of children at all times. A qualified, responsible teenager not related to the other volunteer may be substituted for one adult if necessary.
2. An education leader, or designated person, will make random checks on all classrooms on a regular basis.
3. No volunteer who wishes to work with children or youth shall be permitted to do so until having attended Grace Baptist Church regularly for at least six months. If exceptions need to be made to this rule, that decision must be made by the Deacons.
4. At least once per year, volunteers must participate in a training session on the topic of reducing the risk of sexual misconduct as well as a review of the church policies and procedures.

## **Reporting Procedures**

1. All staff and volunteers are required to report any signs or evidence of physical or sexual abuse to the most senior staff or volunteer available and not directly involved in the allegation. Reports must also be made by the church to the proper law enforcement authority on a timely basis as required by local, state, or federal statute.

## **Response Procedures**

1. Anyone who presents themselves or is presented to the church as a victim of sexual abuse, misconduct or molestation, must be:
  - a. Offered counseling by a qualified counselor not in any way connected to the church.
  - b. Given the opportunity to present his/her side of the allegation to a representative of the church in a non-threatening and confidential environment.
2. Anyone accused of an act or acts of sexual abuse, misconduct, or molestation, must be:
  - a. Given the opportunity to present his/her side of the allegation to a representative of the church in a non-threatening and confidential environment.
3. The pastor and chairperson of the Deacons must decide together what course of action needs to be taken after reviewing the facts of the case as reported by the victim and the accused.

Responses can include any of the following:

  - a. Report the incident/s to the insurance company.
  - b. Report the incident/s to the proper law enforcement authority.
  - c. Church disciplinary action on the accused, if guilty, from removal of that person from serving in their former capacity to dismissal from the congregational body.
4. In all cases, the goal of the process must be to promote the safety of all minors involved in the church ministry, repentance and restoration for the accused, protection for any falsely accused individual and maximum care and support for any victim.

**Application for Work with Children or Youth  
at Grace Baptist Church**

Is this to be: \_\_\_volunteer \_\_\_paid

Personal: Full Name\_\_\_\_\_ Date\_\_\_\_\_

Physical Address \_\_\_\_\_

City, State, Zip\_\_\_\_\_

Home Phone\_\_\_\_\_ Work Phone\_\_\_\_\_

Do you have a current driver's license? \_\_\_Yes \_\_\_No

If Yes, list your driver's license number:\_\_\_\_\_

Type of serving position\_\_\_\_\_ -

Has a lawsuit, claim, charge or arrest been made against you for sexual misconduct,  
abuse, or molestation? \_\_\_Yes \_\_\_No

If Yes, please explain: (feel free to use the back side of this sheet)

**History and Prior Youth Work**

Church of which you are a member:

Church Name\_\_\_\_\_

Address\_\_\_\_\_

Telephone (\_\_\_\_)\_\_\_\_\_

Other Churches you have attended regularly during the past 5 years:

Church Name\_\_\_\_\_

Address\_\_\_\_\_

Phone Number (\_\_\_\_)\_\_\_\_\_

**List all previous church work involving children or youth:**

Church Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_

Type of work performed and date(s) \_\_\_\_\_

Church Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_

Type of work performed and date(s) \_\_\_\_\_

**List all previous non-church work involving children or youth:**

Organization \_\_\_\_\_

Address \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Type of work performed and date(s) \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Type of work performed and date(s)

**Personal References (not former employers or relatives):**

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone (\_\_\_\_) --- \_\_\_\_\_

I understand that a volunteer screening service, or the Bureau of Criminal Apprehension, may be asked to conduct a background check under the Minnesota Child Protection Background Check Act. I give my consent to have my references contacted and to have a background check for the purpose of my volunteering/employment to determine whether I have been convicted of any crime defined under the Act. I have the right to be informed of the response to the request for a background check and to obtain a copy of the report, or any record that forms the basis of the report, from the requesting party. I understand that I have the right to challenge the accuracy and completeness of any information contained in the report or record under the relevant information provisions of the Data Practices Act. I understand that I have the right to be informed by Grace Baptist Church if my application has been denied because of this background check. I understand that I have the right not to be required either directly or indirectly to pay the cost of the background check. I will abide by the policies of Grace Baptist Church and attend training when offered.

I understand my rights as stated above and agree to a background check.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Social Security Number \_\_\_\_ \_\_\_\_

Aliases \_\_\_\_\_ Maiden name, if applicable \_\_\_\_\_

Date of birth \_\_\_\_\_ Place of birth (City, state, county)

\_\_\_\_\_

