

CBC Kids Interview Guide

Note: Volunteer candidates under 18 years old must have a parent present during the interview.

Name: _____

Interviewer: _____ Date _____

Introduction

- *Introduce yourself.*
- *Explain the purpose of the interview is to get to know them better and help them find their area of service.*
- *Pray with the person before the conversation.*
- *Take notes as you go along.*

Opening Questions

1. How did you find CBC and how long have you been attending?

2. What are your connections here at CBC? How are you connecting with other believers?

Spiritual Journey Questions

1. Have you accepted Jesus as your personal Lord and Savior?
 - *If yes, ask them to tell you about their experience. If their answer indicates they do not understand what this means, look for an opportunity to share the Gospel with them.*
 - *If no, look for an opportunity to share the Gospel with them.*

2. How do you strengthen your relationship with Jesus?

Family Questions

1. Tell me about your family.

- Married?
- Single?
- Children?

2. Read only to people 18 years old and older***

“When it comes to relationships, God has called us to follow His plan, reserving a sexual relationship for a legally married man and woman. Are you living according to God’s plan in this area of your life?

If they answer no...

- *Remember that you are not there to call them “out” but to call them “up.”*
- *This is a ministry opportunity.*
- *Share with them that we have people who are at all stages of their spiritual journey and we accept people where they currently are.*
- *We do offer opportunities for people to serve that are struggling in this area of their life and we would like to connect them with someone that can help them get plugged in.*
- *Every role in CBC Kids is considered a key leadership role since children are young and so impressionable.*
- *We do ask that people who are serving in CBC Kids are living by God’s plan in this area.*

3. Who are your friends and influences? (***)ask this question if they are under 18)

Post Interview Questions to think about:

Are they involved in any relationships that would dishonor God and would limit their involvement in CBC Kids?

If yes, how can you help them get connected with someone who can journey with them?

Emotional State Questions

(If you were notified of a red flag on their background check, this is when you will talk with them about it.)

1. Are there any circumstances, patterns, or issues in your life that might make it inappropriate for you to serve with minors or would compromise the integrity of Community Bible Church? (if yes, please explain)
2. Have you ever struggled with alcohol, drugs, medication, pornography, or other harmful addictions? (if yes, please explain)

If yes, how long has it been since you were last involved with this?

(They should be free from the addiction for at least 3 years before serving with minors)

3. Have you ever been accused of or charged with any crimes that would disqualify you from serving in CBC Kids? Is it still a potential risk? (if yes, please explain?)
4. Have you ever been accused of or charged with abuse, neglect, or any other charges against a child? (if yes, please explain)

(If charged this would forfeit their ability to serve with minors)

5. Is there anything mentally or physically that would prevent you or limit you from fulfilling the responsibilities of your role on the team? (if yes, please explain)
6. Have you experienced any major life changes in the past year such as a major move, loss of a loved one, major illness, etc? (if yes, please explain)

If they will not be able to serve at this time due to the answers you received, do not ask the placement question. Go to the steps on page 2.

Social Media Questions

1. Do you use social media?
2. If yes, what media do you use? (Facebook, Instagram, Twitter, Snapchat, etc)
3. If yes, would there be anything posted that would dishonor God or Community Bible Church? (*Explain that kids & families see posts and we want to be a good example*)

Placement Questions

- *Remember, the goal is not to place them WHERE YOU NEED THEM. The goal is to place them WHERE THEY NEED TO BE.*
- *This is called the sweet spot. This is an area and role where they can use the talents and spiritual gifts God has given them.*
- *When a volunteer finds their sweet spot, they will thrive and serve long-term.*
- *Your job is to help them discover their sweet spot*

1. What weekly commitments do you currently have?
2. Describe your home life?
3. Have you served in ministry in the past? (If yes, please explain)
4. What excites you most about serving?
5. What age of children do you enjoy working with the best?
6. Which worship service do you presently attend?

Placement Steps

- *Look over the age groups and help them find what they are interested in.*
- *If they are unsure, encourage them to try a few areas before deciding.*
- *Ask them to let you know if they get into an area or role and then realize it's not a fit for them. Let them know you'll be checking in with them in a few weeks to see how it's going. You want to help them find their sweet spot.*

Minimum age requirements for students:

- Nursery-Infants: Grade Twelve with prior experience
- Nursery-Toddlers: Grade Four
- Preschool: Grade Four
- Early Elementary: Grade Eight
- Upper Elementary: Grade Ten
- Guest Services: 18+ years old
- Coordinator: 18+ years old

Area(s) of Interest...

- | | |
|--|--|
| <input type="checkbox"/> Nursery | <input type="checkbox"/> Guest Services/Check-In |
| <input type="checkbox"/> Preschool | <input type="checkbox"/> Media |
| <input type="checkbox"/> Elementary | <input type="checkbox"/> Tech |
| <input type="checkbox"/> Special Needs | <input type="checkbox"/> Special Events |

Service Time:

- Sunday First Service (9:00-10:30 a.m., arrive no later than 8:40 a.m.)
- Sunday Second Service (10:30 a.m.-12:15 p.m., arrive no later than 10:25 a.m.)
- Wednesday Evening (6:45-8:45 p.m., arrive no later than 6:40 p.m.)

Service Frequency:

- Every other week (Nursery and Preschool, September through August)
- Every other week (Elementary, September through May)
- Every Wednesday evening (Awana, September through April)

Conclusion:

- *Include any additional questions that are specific to your area.*
- *Give them any next step information they need to know such as orientation, follow-up conversations, etc)*
- *Thank them for wanting to invest their time and talents in CBC Kids.*
- *If they are not going to be able to serve in CBC Kids at this time, let them know you will follow up and get someone from another area to connect with them.*
- *Pray a blessing over them.*

After the Interview

- *Notify the CBC Kids Director of any new red flags that came up during the interview.*
- *Notify anyone who will be involved with helping them take their next step (orientation, adult ministry follow-up, etc.)*

Additional Notes