

AVC Volunteer Position

Youth of the Chapel, Leader, Catholic

Stuttgart - Catholic

Summary: Provide Catholic Youth of the Chapel programming for 6th-12th graders.

Position Type	Ongoing position
Posted	6/14/2016
Duties	Youth of the Chapel (YoC) is a chapel auxiliary in accordance with AR 165-1, para 5-6.a.

YoC is for Middle School and High School aged adolescents.

All volunteers will work under the Supervision of the Garrison Chaplain through the Director of Religious Education (DRE) and Sponsoring Chaplain. In the absence of a DRE, the IMCOM-Europe Religious Education Program Director (REPD) assists with supervision. Curriculum and resources will be approved and/or provided by the Garrison Chaplain's Office.

YoC Volunteer Leaders are SPECIFIED VOLUNTEERS who will:

- Weekly - Assist the congregation in building mentoring relationships between youth and adults and in promoting advertising of YoC program.
- Biweekly (or weekly) - Lead youth in music, activities, and/or religious study activities. The volunteer will clean classroom following the event. Notify Chaplain Sponsor of supply/resource needs.
- Monthly - Participate with the congregation's youth in a fun and fellowship activity planned by the Garrison YoC Coordinating Council.
- Quarterly - Participate with the congregation's youth in a spiritual resilience activity planned by the Garrison YoC Coordinating Council.
- Semiannually - Participate with the congregation's youth in a service project planned by the Garrison YoC Coordinating Council.
- Annually - Attend YoC Volunteer Leadership Training planned by the IMCOM-Europe YoC Working Group.

May also serve on Garrison YoC Coordinating Council.

YoC Leaders will record, and report to their supervisor, their voluntary service either in VMIS or using DA Forms 4713 and 4162.

YoC Leaders will never be alone with a child or youth. All programs will have at least 2 vetted adults attending.

If the use of a motor vehicle is required for this program, then the Sponsoring Chaplain will arrange government employee and government vehicle, and the 2 adult rule will still apply.

The volunteer shall maintain strict confidentiality with respect to any personal or command information entrusted to or encountered by the volunteer. Failure to meet confidentiality standards will result in termination of the volunteer. By signing the volunteer agreement, the volunteer agrees to the Department of Defense confidentiality and privacy requirements understands and agrees to adhere to these requirements.

The use of a vehicle is not required to perform these duties and is specifically prohibited.

Credential or License Required

Yes (see qualifications)

Qualifications

Qualifications for YoC Volunteer Leaders include:

- YoC volunteer will be aged 18 or older.
- Attendance at this Garrison congregation's Mass at least twice a month.
- Each Army chapel volunteer will serve after completing basic volunteer documentation as provided by the Garrison Chaplain's Office. For statutory volunteers, at a minimum, this includes DA Form 2793. Unless VMIS is used, DA Form 4162 and DA Form 4713. For other forms of voluntary service, see the SOPs issued by the Office of the Chief of Chaplains.
- Because of the Specified designation of this PD, completed Army child protection prescreening and background checks. Valid documentation on file at the Garrison Chaplain's office.
- If the YoC Volunteer drives, then the relevant and valid license will be on file at the Garrison Chaplain's Office.
- All YoC leaders will sign annual disclosure statements and attend annual training as required in this Position Description.

	<p>Involves working with children or youth on a regular basis. Volunteers working with children or youth on a regular basis must have a completed background check (Installation Records Check IRC and CID check; local nationals must also have a local government check).</p>
Training	<p>Required training includes:</p> <ul style="list-style-type: none"> - Annual Chapel Child Protection Training - Annual YoC Leader Training <p>Other training may include:</p> <ul style="list-style-type: none"> - IMCOM-Europe CARE Center Volunteer Training. - Catholic and/or academic Youth Ministry certification and professional development programs. - First Aid - CPR <p>Involves work with confidential issues. Volunteers who work with confidential issues are required to have training on confidentiality and the safeguarding of privacy protected records.</p>
Orientation	<p>Annual YoC Leader orientation is provided by the Garrison Chaplain's Office and is part of the requirement for all Chapel Volunteers.</p>
Time Required	<p>The time commitment is 5-10 hours per week to include:</p> <ul style="list-style-type: none"> - Congregational coordination. - Engagement with youth & congregation. - Preparation and leadership of programs. - Training. - Travel to/from YoC programming.
Evaluation	<p>Evaluation is ongoing by the Garrison Chaplain through the DRE and Sponsoring Chaplain.</p> <p>Evaluation standards include:</p> <ul style="list-style-type: none"> - Demonstrated commitment to the YoC Program measured by recorded and reported volunteer service. - Fulfillment of YoC Volunteer duties measured by feedback from congregation and youth. - Communication and coordination with Garrison Chapel staff and other YoC Volunteers measured by feedback from Garrison Chapel leaders. - Compliance with Army regulations regarding religion, child

protection, and safety measured by chapel records.
- Personal development measured by attendance at and completion of training opportunities.

If the Garrison Chaplain determines that a YoC Leader does not comply with requirements, then the volunteer will be terminated from service.

Benefits

Benefits to YoC Volunteer Leaders include:
- personal religious education and faith development through chapel engagement and leadership.
- professional growth through training and program leadership.
- enhanced resilience through interpersonal and religious support.

Address

USAG Stuttgart
Stuttgart
APO, Armed Forces Europe -----

Contact Person

Chaplain Sponsor
(314) 467-2544

AVC Coordinator

----- (Insert name)
----- (Insert CIV phone)
(314) 467----- (Insert DSN)
----- (Insert AVCC email)