

AVC Volunteer Position

Mission Trip Volunteer Participant

USAG Wiesbaden Chapels

Plan, participate in, and lead a week long mission trip.

Position Type Annual event

Posted 10/26/2017

Duties Mission Trips (MT) are Mission Enhancing, IAW AR 165-1, paragraph 13-1.d.2.

A MT is a travel program for chapel adults. It is designed to provide religious support and resilience enhancement in a multi-cultural setting.

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.

MT Volunteers are SPECIFIED VOLUNTEERS who will fulfill the following duties as required:

- Attend MT annual training
- Weekly for the months before MT assist congregation in promoting MT program
- Biweekly (or weekly) in the 4 weeks before MT assist in program preparation as needed
- Daily during the week of MT provide program leadership for the children and adults being served at the MT location.
- Daily during the week of MT support set up and clean up
- Daily during the week of MT participate in the curriculum implementation
- Daily during the week of MT ensure the protection of all children and the safety of all participants

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

MT 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 may required to perform these duties and is only permitted with the completion of USAREUR vehicle training. Any driver will hold a valid USAREUR driver's license and an Army TMP license. All regulations and laws concerning driving will be followed.

Credential or License
Required

Yes (see qualifications)

Qualifications

Qualifications for MT Volunteer Leaders include:

- Attendance at a Garrison congregation's worship.
- 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.
- All MT leaders will sign annual disclosure statements (IAW AD 2014-23) and attend annual training as required in this Position Description.
- All MT volunteers who will drive for the purposes of this event will have licenses and certificates on file at the Garrison Chaplain's office.

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).

Training

Required training includes:

- Annual Chapel Child Protection Training
- Annual MT Leader Training
- Training required for drivers, international travel, and training for the location of the MT.
- SAEDA Training

Other training can include:

- IMCOM-Europe CARE Center Volunteer Training.
- religious group and/or academic Youth Ministry certification and professional development programs.
- First Aid
- CPR

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.

Orientation

Annual MT Leader orientation is provided by the Garrison Chaplain's Office and is part of the requirement for all Chapel Volunteers.

Time Required

Approximately 120 hours for 1 week to include:

- Congregational coordination.
- Engagement with MT program & congregation.
- Preparation and leadership of programs.
- Training.
- Travel to/from MT programming
- MT Volunteers may also be required to provide 10-120 hours of preparation and followup.

Evaluation

Evaluation is ongoing by the Garrison Chaplain through the DRE and Sponsoring Chaplain.

Evaluation standards include:

- Demonstrated commitment to the MT Program measured by recorded and reported volunteer service.
- Fulfillment of MT Volunteer duties measured by feedback from congregation and youth.
- Communication and coordination with Garrison Chapel staff

and other MT 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 MT Volunteer does not comply with requirements, then the volunteer will be terminated from service.

Benefits

Benefits to MT 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 Wiesbaden
Chaplain's Office
APO, Armed Forces Europe 09227

Contact Person

Chaplain Sponsor
(314) 548-5176

AVC Coordinator

USAG Wiesbaden ACS
+49 (0)611-143-548-9201
(314)548-9201