
FAITH
AND
CONDUCT
POLICIES

for
Staff
and
Volunteers



“How great is the love
the Father has lavished
on us, that we should be called
children of God!
And that is what we are!”

1 John 3:1

“But among you there must not be even
a hint of sexual immorality, or of any
kind of impurity, or of greed, because
these are improper for God’s holy people.
Nor should there be obscenity, foolish talk
or coarse joking, which are out of place, but
rather thanksgiving.
For you were once darkness, but now you
are light in the Lord.
Live as children of light.”

Ephesians 5:3–4, 8

“Therefore, I urge you ... in view of God’s mercy,
to offer your bodies as living sacrifices,
holy and pleasing to God — this is your spiritual act of worship.
Do not conform any longer to the pattern of this world,
but be transformed by the renewing of your mind.
Then you will be able to test and approve what God’s will is —
his good, pleasing and perfect will.”

Romans 12:1–2

Young Life's Statement of Faith*

Preamble

All those who participate in the ongoing work and witness of Young Life shall be in sympathy with its central purpose of proclaiming the Gospel of Jesus Christ. In order to qualify for office, members of the Board of Directors, members of the regular and volunteer staff and professors at the Young Life Institute shall subscribe to the following articles of faith:

Article I

The Scriptures of the Old and New Testaments, being given by divine inspiration, are the Word of God, the final and supreme authority in all matters of faith and conduct.

Article II

In the Scriptures, God reveals Himself as the living and true God, Creator of all things. Perfect in love and righteous in all His ways, this one God exists eternally as a Trinity of persons: the Father, the Son and the Holy Spirit.

Article III

God made man in His image that He might have fellowship with him. Being estranged from God by his disobedience, sinful man is incapable of a right relationship to God apart from divine grace.

Article IV

The only Mediator between God and man is Jesus Christ our Lord, God's eternal Son, who as man fully shared and fulfilled our humanity in a life of perfect obedience.

Article V

By His death in our place, Jesus revealed the divine love and upheld divine justice, removing our guilt and reconciling us to God. Having risen bodily from the dead and ascended into heaven, He rules as Lord over all and intercedes for us as our Great High Priest.

Article VI

The Holy Spirit, through the proclamation of the Gospel, renews our hearts, persuading us to repent of our sins and confess Jesus as Lord. By the same Spirit, we are led to trust in divine mercy, whereby we are forgiven all our sins, justified by faith through the merit of Christ our Savior, adopted into God's family as His children and enabled so to live in the world that men may see our good works and glorify our Father who is in heaven.

Article VII

God, by His Word and Spirit, calls sinful men into the fellowship of Christ's body. Thus He creates the one holy, catholic and apostolic church, united in the bonds of love, endowed with the gifts of the Spirit and summoned by Christ to preach the Gospel and to administer the sacraments, to relieve human need and to strive for social justice.

Article VIII

God's redemptive purpose will be consummated by the return of Christ to raise the dead, judge all men and establish His glorious kingdom. Those who are apart from Christ shall be eternally separated from God's presence, but the righteous shall live and reign with Him forever.

* from Young Life Bylaws, Article IX

Young Life's Mission Statement

Our Vision

Every adolescent will have the opportunity to meet Jesus Christ and follow Him.

Our Mission

Introducing adolescents to Jesus Christ and helping them grow in their faith

We accomplish our mission by ...

- ▼ Praying for young people.
- ▼ Going where kids are.
- ▼ Building personal relationships with them.
- ▼ Winning the right to be heard.
- ▼ Providing experiences that are fun, adventurous and life-changing.
- ▼ Sharing our lives and the Good News of Jesus Christ with adolescents.
- ▼ Inviting them to personally respond to this Good News.
- ▼ Loving them regardless of their response.
- ▼ Nurturing kids so they might grow in their love for Christ and the knowledge of God's Word and become people who can share their faith with others.
- ▼ Helping young people develop the skills, assets and attitudes to reach their full God-given potential.
- ▼ Encouraging kids to live connected to the Body of Christ by being an active member of a local congregation.
- ▼ Working with a team of like-minded individuals — volunteer leaders, committee members, donors and staff.

Our Values

- ▼ Living according to and communicating the whole Gospel of Jesus Christ.
- ▼ Carrying out our mission under the authority of Scripture and relying on the Holy Spirit to empower our ministry.
- ▼ Encouraging the welfare and spiritual health of those who do this ministry, that they may minister out of a consistent and growing relationship with Christ and His followers.
- ▼ Researching and developing innovative approaches to reaching uncommitted, disinterested kids around the world.
- ▼ Reaching adolescents of all social, cultural, economic and ethnic backgrounds throughout the world.
- ▼ Working with followers of Christ from a variety of traditions and local churches around the world.
- ▼ Welcoming all those whom God calls to our mission, men and women of all races, staff and volunteers who are linked to a common purpose of introducing adolescents to Jesus Christ.
- ▼ Observing the highest standards of stewardship of all the resources placed in our trust.

Young Life's Sexual Misconduct Policy

God's people have been called to the highest standards of sexual morality and conduct. This is particularly important for those in ministry. Young people place great trust in their Young Life leaders. That trust must never be violated by staff or volunteers of Young Life. Cases of sexual misconduct have profound effects on victims as well as offenders. Therefore, we have developed this sexual misconduct policy as Young Life's policy and course of action for all persons involved. Every attempt has been made to address both the biblical and legal concerns.

The Pastoral and Biblical Challenge

Young Life's understanding of appropriate sexual conduct comes from the Scriptures which affirm intimate sexual activity between married heterosexual partners. The biblical narrative also reserves intimate heterosexual activity exclusively within the context of the marriage covenant.

The teaching of the creation narratives (Genesis 1–2) is clear that God created humankind as male and female in the image of God in order to reflect the glory of God to the rest of creation (Genesis 1:26–27). The conclusion which the Scriptures draw from this creation purpose for sexual conduct is that men and women are to engage in intimate sexual activity with each other exclusively in the context of the heterosexual marriage covenant (Genesis 2:23–25). In the Gospels, Jesus affirms this creation purpose by citing the creation narratives in His dispute with the Pharisees over the nature and purpose of marriage (Matthew 19:5; Mark 10:7–8).

The Scriptures are also clear that sexual activity outside of these creation purposes, either of heterosexual or homosexual nature, is a rejection of the divine creation purpose to reflect the glory of God to the creation.

With regard to the delicate matter of homosexual lifestyle and practice, in the light of the biblical data regarding creation, Young Life believes such activities to be clearly not in accord with God's creation purposes.

On the basis of these theological affirmations which flow from our understanding of the Scriptures, we therefore must state very clearly that Young Life staff members and volunteers shall not engage in sexual misconduct.

We do not in any way wish to exclude persons who engage in sexual misconduct or who practice a homosexual lifestyle from being recipients of ministry of God's grace and mercy as expressed in Jesus Christ. We do, however, believe that such persons are not to serve as staff or volunteers in the mission and work of Young Life.

As in all things, we believe in the forgiveness of sin and loving all unconditionally. We want to continue to minister to those engaged in sexual misconduct but will not condone this behavior. Medical, psychological, spiritual and, in appropriate instances, economic assistance may be offered in the spirit of justice and love. Legal counsel, if appropriate in Young Life's judgment, may be provided via the Human Resources department at the Young Life Service Center.



It is critical to Young Life's mission and ministry that Young Life staff and volunteers conform to the highest standards of sexual morality and conduct. In their work with Young Life and in their private lives, Young Life staff and volunteers shall not engage in any relationship or activity which constitutes sexual misconduct, including but not limited to the following:

- 1.** Sexual relations or activities with any person outside of the marriage covenant.
- 2.** Sexual relations or activities which constitute sexual offenses as defined by federal or state law (laws defining offenses under state law vary from state to state).
- 3.** Any other sexual relations or activities which are contrary to the theological and moral affirmations of Young Life's ministry.

Reporting Procedures

Due to the sensitive nature of sexual misconduct and out of concern for the safety and privacy interests of all involved, Young Life requires that when staff or volunteers become aware or have reasonable cause to suspect that another staff or volunteer is engaging in sexual misconduct, the staff or volunteer must report such misconduct immediately and in strict accordance with the following procedures. If uncertain as to whether or not a behavior is misconduct, call the vice president of human resources or director of personnel.

- 1.** The staff or volunteer must immediately provide an accurate and verbal report of all relevant details to the immediate supervisory staff member or next line supervisor of the volunteer or staff person suspected of sexual misconduct. If the staff or volunteer has a concern that the matter might not be adequately reported by such supervisor to the vice president of human resources, he or she may contact the vice president of human resources or director of personnel directly.
- 2.** Any supervisor who receives a report of possible sexual misconduct must then:
 - a.** Immediately contact the vice president of human resources or the director of personnel at the Young Life Service Center at (719) 381-1800.
 - b.** Provide the vice president of human resources or director of personnel with a verbal account of the report received from the staff or volunteer.

Until a course of action is developed by Human Resources and/or other Young Life Service Center management and the appropriate supervisor, staff and volunteers with knowledge of the sexual misconduct must refrain from:

- 1.** Contacting the person alleged to have engaged in sexual misconduct.
- 2.** Investigating the case, or discussing the details of the case with any person other than appropriate Service Center personnel, as described above.

Any communication with the press or report to governmental agencies must be coordinated in advance with the vice president of human resources or his/her designee.

If other specific questions relating to sexual misconduct arise, contact the vice president of human resources and/or the director of personnel at the Service Center.



Young Life's Sexual Harassment Policy

It is the intent of Young Life to provide a work environment free from verbal, physical and visual forms of sexual harassment. All staff and volunteers are to be sensitive to their co-workers. Young Life will not allow any form of sexual harassment.

No Young Life staff or volunteer may engage in sexual harassment of any other Young Life staff or any other person associated with Young Life.

Unwelcome or unwanted sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature, such as sexual jokes, gestures, graffiti, posters or other writings, or touching or other physical conduct, constitute sexual harassment when:

- a.** Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or other association with Young Life.
- b.** Submission to or rejection of such conduct by an individual is used as a basis for employment or personnel decisions affecting such individual.
- c.** Such conduct has the purpose or effect of unreasonably interfering with an individual's ministry performance or creating an intimidating, hostile or offensive ministry environment.

If a staff member or volunteer feels that he or she has been subjected to or is a victim of sexual harassment, the staff member or volunteer should confront the harasser and clearly let him or her know that the behavior or particular form of harassment is not acceptable nor tolerable. This person may also directly report the harassment immediately to the staff or volunteer's supervisor, the regional director or field senior vice president, the vice president of human resources or the director of personnel at the Young Life Service Center.

Others who have observed sexual harassment should report the harassment IMMEDIATELY to the staff or volunteer's supervisor, the regional director or field senior vice president, the vice president of human resources or the director of personnel at the Service Center.

If a report of sexual harassment is mistaken or inaccurate but is made in good faith, the staff or volunteer making the report will not be subjected to any form of disciplinary action for having made the report.

Human Resources will review each report of harassment and, if deemed necessary, support an investigation. Once the review and any necessary investigation is completed, Young Life will take appropriate action to remedy or eliminate any sexual harassment found to have occurred and/or to prevent future harassment.



Young Life will seek to maintain confidentiality in the review and investigation process as far as maintaining confidentiality is not inconsistent with investigating the report of harassment, eliminating or remedying any sexual harassment found to have occurred or preventing future harassment. Others will be informed of the report and any necessary investigation only if their involvement, in the opinion of Young Life's senior leadership, is necessary to the review or investigation of the harassment report or to eliminating or rectifying any sexual harassment found to have occurred or to preventing future harassment.

Young Life may, in its discretion, transfer, relocate or suspend any staff or volunteer alleged to have committed sexual harassment, pending a review or investigation of a sexual harassment report.

Any staff or volunteer who engages in sexual harassment, fails to cooperate in a review or investigation of a sexual harassment report or otherwise violates or acts in a manner inconsistent with this policy and procedure may be immediately terminated or subjected to disciplinary action, at the discretion of Young Life.

Staff or volunteers having questions about any part of this policy and procedure may consult with the vice president of human resources or the director of personnel at the Young Life Service Center at (719) 381-1800.



Young Life's Conflict Resolution Guideline

Note

Regarding problems concerning sexual misconduct or sexual harassment, refer to the Sexual Misconduct Policy and the Sexual Harassment Policy. A different set of procedures is required.

Young Life encourages staff and volunteers to openly and honestly discuss problems and to resolve them early using the guidelines below.

I. Goals

- That Young Life staff and volunteers would commit to and practice biblical principles of communication and conflict resolution.
- That we would strive to maintain unity through honest, loving communication in difficult situations.
- That we would encourage and support one another.
- That gossip, backbiting and “end runs” would not be tolerated in this mission community.

II. Biblical Foundation

“If your brother sins against you, go and show him his fault, just between the two of you. If he listens to you, you have won your brother over. But if he will not listen, take one or two others along, so that every matter may be established by the testimony of two or three witnesses. If he refuses to listen to them, tell it to the church; and if he refuses to listen even to the church, treat him as you would a pagan or a tax collector.” Matthew 18:15–17

“Therefore, if you are offering your gift at the altar and there remember that your brother has something against you leave your gift there in front of the altar. First go and be reconciled to your brother; then come and offer your gift.” Matthew 5:23–24

“Therefore each of you must put off falsehood and speak truthfully to his neighbor, for we are all members of one body. In your anger do not sin ... Do not give the devil a foothold.”

Ephesians 4:25–27

(See also Galatians 6:1–2; Ephesians 4:15–16)

III. Process Guidelines

Step One

- A.** First, before involving anyone else, go directly to the person you have offended or who has offended or created conflict with you. Before you go, prayerfully identify the specific issues that are creating the conflict for you; think of possible solutions to the problem and what you would like to see happen in the future. Admit your own responsibility in the conflict.
- B.** Contact the other person to schedule a convenient time and appropriate place to meet for discussion as soon as possible.
- C.** When you meet, first spend some time in prayer. Then share in a caring manner the conflict as you have identified it from your point of view. Then listen carefully and seek to understand the other person's point of view on the problem. Brainstorm together on possible solutions to the conflict, and come to an agreement on resolution.
- D.** If resolution does not seem possible, and it would help to have a third party involved, ask a peer, mutual friend or supervisor for assistance in this process. Work through Step One A, B and C again.

Step Two

- A.** If you are still dissatisfied after going through the complete process in Step One, present the problem in writing to your immediate supervisor or your next most immediate supervisor who is not involved in or part of the conflict. Clarify the conflict as you see it, the steps taken so far, reasons why Step One did not resolve the problem and your suggested solutions or next steps in the process.
- B.** The supervisor will investigate the problem and provide you with a timely response, further process to follow and/or a final decision if needed.
- C.** If the president is the creator or offender in the conflict, and it has not been satisfactorily resolved using Step One above, then you may appeal to any of the vice presidents or field senior vice presidents. If any two of the vice presidents (including the offended party if he/she is a vice president) agree that the conflict has not been satisfactorily resolved, and that trustee level involvement is necessary and appropriate, then you as the offended party may appeal to the chairperson of the Board of Trustees or a member of the Human Resources Committee of the Board.

IF THE ABOVE PROCEDURES ARE NOT FOLLOWED AND DISSENT RESULTS, YOU MAY BE SUBJECT TO DISCIPLINARY ACTION OR TERMINATION.

If you feel this process is not adaptable to your particular situation or has not proven successful, you may contact the vice president of human resources or director of personnel at the Young Life Service Center in Colorado Springs.

Young Life does not intend by this policy to create a contract of employment. Young Life may modify this procedure at any time or determine that it should not be applied in particular cases.



Background Questionnaire

Yes No

1. Have you ever been convicted of a criminal offense (felony or misdemeanor, except for minor traffic violations)? You will need to answer "yes" if you have entered into a plea agreement, including a deferred sentence or deferred judgment arrangement, in connection with a criminal charge.
If you have been convicted of such an offense, please attach a statement or explanation, including nature of offense, date, court where conviction was entered and any other relevant information.
2. Have you ever been charged with a sexual offense, crime of violence or offense relating to children?
If you have been charged with such an offense, please attach a statement or explanation, including nature of offense charged, date, law enforcement agency making the charge and any other relevant information.
3. Have you ever been reported to a social services agency, law enforcement authority, child abuse registry or similar organization regarding abuse or misconduct involving children?
If so, please provide a description of the circumstances and name and address of the entity receiving the report.
4. Have you ever been subjected to expulsion, reprimand or other discipline by a church, denomination or other religious organization, including Young Life?
If so, please describe the circumstances and provide the name and address of the church, denomination or religious organization involved.
5. Have you ever been dismissed from employment by any employer, including Young Life and/or other charitable and religious organizations, following an allegation of sexual misconduct or other immoral or inappropriate behavior or conduct?
If so, please describe the circumstances and provide the name and address of the employer.
6. Have you ever been the subject of an investigation or allegation of sexual misconduct, sexual harassment or other immoral behavior or conduct involving adults or children?
If so, please describe the circumstances and provide the name and address of the employer, educational institution, church or other organization where the investigation, review or complaint occurred.

If you live in a state whose law exempts you from answering any of questions 1 through 6 above, you need not answer such question(s). For example, in certain states, such as Colorado, Illinois, Ohio, Oklahoma or Rhode Island, if you are the subject of a conviction or arrest contained in a sealed or expunged record, you may respond "no" to question No. 1 as to such a conviction or arrest. Also, as a further example, if you lived in a state which exempts you from providing arrest information, such as Michigan, Illinois, New York, Rhode Island, Washington (state) or Wisconsin, do not answer question No. 2.

By signing below, you agree that, if you become an employee or volunteer leader of Young Life, and become involved in criminal proceedings or other circumstances that would cause your answers to any of the questions above to change, you will immediately notify, and provide a complete description of the circumstances to, the vice president of human resources of Young Life, at the Young Life Service Center.

Print Name

Signature

Date

Address

If you check "yes" to any question above, we ask that you provide a complete explanation of the circumstances. If you feel there are any extenuating circumstances, such as your age at the time, please let us know. In order to provide a full explanation of an affirmative response, you may attach additional pages to this questionnaire. Young Life will evaluate what you have written and may ask you to provide additional information. In addition, Young Life may determine that it needs to conduct an investigation and may require your assistance with this. While checking "yes" to any of the questions above will not result in automatic disqualification or termination from Young Life, Young Life may determine that an affirmative response would make an individual unfit for service or association with Young Life's ministry. In all cases, Young Life reserves the right to determine, at its discretion, what action should be taken.

If any of your responses or information provided on this form are untruthful or inaccurate, Young Life may determine that you are no longer qualified to be associated with the ministry in any capacity.



Faith and Conduct Acknowledgment

I have carefully read, believe in and agree to support Young Life's Statement of Faith and the Young Life Mission Purpose Statement.

I have read, understand and agree to abide by Young Life's Misconduct and Sexual Harassment Policies. I realize that failure to comply could result in immediate suspension or discharge from Young Life and/or disciplinary action.

I have also read, understand and agree to abide by Young Life's Conflict Resolution Policy.

I authorize Young Life, in its discretion, to conduct a background check, which may include contacting previous employers, educational institutions, churches and other organizations with which I may have been involved, as well as a check of records of criminal arrests and convictions and civil judgments involving sexual assault, child abuse and molestation, sexual harassment, incidents of violence and other unlawful conduct.

REQUIRED INFORMATION

(Please be sure to include the name and number of the area, region or division.)

Signature	Staff/Volunteer (Circle One)	Date
Address		
Birthdate	Social Security Number	
Young Life Position	Number: Area, Region or Division	
Name: Area, Region or Division	Employee Number (Young Life Staff)	

Volunteer: Place your completed Background Questionnaire and completed Faith and Conduct Acknowledgment form in an envelope and give it to your area director, who will then send all your area's volunteer envelopes together to the Service Center.

Staff: Please mail your two completed forms to Human Resources at the Service Center in an envelope, marked "Human Resources." These two forms will be kept in a confidential file.

List all the Young Life areas in which you have served as a volunteer or paid staff.

Location (city, state)	Dates	Supervisor
_____	_____	_____
_____	_____	_____
_____	_____	_____





YoungLife

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