

# Sample Youth Ministry Volunteer Application Cover Letter

**Prospective Volunteer,**

I'm grateful for your interest in serving with [name of ministry], where we aim to [describe the ministry's mission]. My heart for this ministry is to build up a culture of consistent, faithful leaders who make our students feel welcome, loved, and encouraged toward Christ. We cannot accomplish this without many volunteers like you! Coming alongside the students during these incredibly formative years is a high privilege and calling. I prayerfully seek out who God has called to join our team, and I would ask you to be prayerful as you consider this, too.

There are many ways to be involved in our youth ministry. Some of the main roles include:

- Small group leaders
- Sunday school teachers
- Meal provider/server
- Events helper (extra hands for bigger events; can include flipping burgers, running check-in, crowd control, drivers, and so on)
- Worship team leader
- AV tech
- Greeter/host

The application and onboarding process for volunteers has 5 steps:

1. Volunteer Application
2. Volunteer Interview
3. Background Check
4. Training in our church's safety policies
5. Training for your specific leadership role

Once you complete the attached volunteer application, a staff member will reach out to set up a time for an interview. Afterwards, we will send an email to allow you to submit information for a background check. Staff will then meet with you to train you in church-specific policies and ministry-specific expectations.

If you have any questions or would like to talk further about getting involved, please reach out!

In Christ,

[Name]

[Job title]

[contact info]

# Sample Youth Ministry Volunteer Application

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

What is your involvement in [name of church]?  Member  Regular Attender

Other: \_\_\_\_\_ For how long?

\_\_\_\_\_

Where do you work? Please provide your job title and a brief description of what you do.

\_\_\_\_\_  
\_\_\_\_\_

Why would you like to be involved in youth ministry?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What past experience do you have working with children or students? (Include the organization, program/role, and time frame)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you have a preference in serving with middle school students, serving with high school students, or serving wherever is needed? If so, why?

\_\_\_\_\_  
\_\_\_\_\_

Is there a specific role/program for which you would like to volunteer?

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What other commitments do you currently have that might affect your availability?

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Supply at least one reference.

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

I understand that I will also undergo a background check before becoming a volunteer with the youth ministry.

Signature \_\_\_\_\_

## **Sample Youth Ministry Volunteer Interview Questions**

1. Please tell me about your testimony and your current relationship with the Lord.
2. What makes you interested in serving in the youth ministry?
3. What strengths or spiritual gifts will you bring to this volunteer role?
4. Have you served in other ways in the church before? If so, where? How did it go?
5. Have you looked over the volunteer job description and expectations? If so, do you have concerns about making any of these commitments?
6. What might be some ways you will struggle when working on a team?
7. If a student shares with you that [name a difficult scenario], how would you respond?
8. How would you articulate the Gospel to a teenager?
9. Bring up any concerns you have from previous conversations or the volunteer's application. Ask them clarifying questions about these concerns.
10. Do you have any questions?
11. Is there anything you should disclose about previous sin that we should know prior to your participation in ministry to teens?

## **Youth Ministry Small Group Leader Sample Job Description and Expectations**

Small group leaders are an integral part of our team at [name of ministry]. Their purpose is to disciple students through building relationships and fostering fruitful discussions during Sunday evening small groups.

### **Small Group Leader Qualifications**

- Be a member of [name of church] for 6+ months
- Have a love for students
- Display spiritual maturity
- Have consistent devotional life and Sunday worship attendance

### **Small Group Leader Expectations**

- Attend and come prepared to lead small group discussions during middle school or high school small groups program
  - If you cannot make it, communicate ahead of time (as soon as possible, but we understand last-minute emergencies can happen as well) with [staff person's name] and your co-leader.
- Pray weekly for your students by name and for the ministry
- Connect with student(s) outside of small groups at least once a month for relational ministry
- Participate in bimonthly volunteer training
- Commit to one school year of service (September through April)
- Be available for biannual one-on-one with [staff member]

### **Small Group Leader Hopes (not required, but we'd love it if you'd do this, too!)**

- Participate in student ministry events and trips as a leader
- Remain involved as a leader with your group of students through as many years as possible!

## **2025 - 2026 Youth Ministry Important Dates**

Leader Meetings: Sundays 12:00-1:00 (lunch provided)

- [Date 1]
- [Date 2]
- [Date 3]
- [Date 4]

Small Groups: Sunday 6:30-8:00pm (dinner provided)

- [List all dates here]

## **Youth Ministry Worship Team Leader Sample Job Description and Expectations**

The worship team plays an important role in [name of ministry]. The worship team leader's purpose is to disciple students through building a team of students who lead worship songs during youth group.

### **Worship Team Leader Qualifications**

- Be a member of [name of church] for 6+ months
- Have a love for students
- Display spiritual maturity
- Have consistent devotional life and Sunday worship attendance
- Be musically gifted

### **Worship Team Leader Expectations**

- Assist in recruiting students to worship team
- Guide and coach students in learning worship songs and worship leadership
- On a weekly basis
  - Schedule and lead rehearsal times with students
  - Pray with team during rehearsals
  - Keep up with administration of team: tracking which songs have been played to ensure both familiarity and variety, communicating with team members, keeping team members accountable, etc.
  - Lead worship songs along with team of students during youth group, or equip others/students to do this on their own
  - If you cannot make it to a rehearsal time or youth group, communicate ahead of time with staff so that appropriate plans can be made.
- Commit to one school year of service (September through April)
- Be available for biannual one-on-one with [staff member]

### **2025 - 2026 Youth Ministry Important Dates**

Youth Group: Wednesday 6:30-8:00pm

- [List all dates here]

## **Youth Ministry Game Team Leader Sample Job Description and Expectations**

The game team leads games during [name of ministry] youth group in order to cultivate community, relationships, and fun. The game team leader's purpose is to disciple students through building a team of students who lead games during youth group.

### **Game Team Leader Qualifications**

- Be a member of [name of church] for 6+ months
- Have a love for students
- Display spiritual maturity
- Have consistent devotional life and Sunday worship attendance

### **Game Team Leader Expectations**

- Assist in recruiting students to game team
- Guide and coach students in leading games, providing instruction, feedback, and encouragement
- Communicate with team members weekly before youth group
  - Coordinate who will lead game, obtain materials, and any other needed roles
  - Turn in receipts for purchases to [staff member] for reimbursement
- Attend youth group, and arrive early to coordinate and setup as needed
  - If you cannot make it to a youth group, communicate ahead of time with staff so that appropriate plans can be made.
- Commit to one school year of service (September through April)
- Be available for biannual one-on-one with [staff member]

### **2025 - 2026 Youth Ministry Important Dates**

Youth Group: Wednesday 6:30-8:00pm

- [List all dates here]

## **Youth Ministry Sunday School Teacher Sample Job Description and Expectations**

Sunday school teachers play an important role in [name of ministry]. A Sunday school teacher's purpose is to disciple students through teaching Biblical truths and guiding discussions during the youth Sunday school class.

### **Sunday School Teacher Qualifications**

- Be a member of [name of church] for 6+ months
- Have a love for students
- Display spiritual maturity
- Have consistent devotional life and Sunday worship attendance

### **Sunday School Teacher Expectations**

- Teach [one lesson, a series of lessons] on assigned topic or Scripture during youth Sunday school
  - Prepare and study the topic or passage ahead of time, using provided curriculum or study aids
  - If something comes up and you cannot make it, communicate ahead of time with staff so that appropriate plans can be made.
- Follow these guidelines for the lesson(s):
  - Aim to make the lesson interactive rather than a lecture/monologue
    - Options include: give the students a worksheet for personal reflection, or have students write answers on notecards before discussing them; divide students into groups for discussion throughout the lesson; use the whiteboard, TV, or other visuals to enhance participation
  - Make sure you include practical, relevant applications for students in the lesson
  - Keep your lesson to [45 minutes or some other length of time] or less
- Communicate and coordinate with [staff member] about use of slides, whiteboard, or other materials

### **2025 - 2026 Youth Ministry Important Dates**

Sunday School: Sundays 9:00-10:00am

- [List dates here as appropriate]

## **Youth Ministry Meal Provider Sample Job Description and Expectations**

Youth ministry meal providers play an important role in [name of ministry]. A meal provider's purpose is to set the stage for discipleship of students through providing a meal during youth group, in order to foster fellowship and relationships amongst students and adults.

### **Meal Provider Expectations**

- Register for a date to provide a meal for youth group
- Provide food and drinks for about [#] people total
  - If providing individually packaged drinks, we recommend the smaller 8oz size bottles/cans.
  - [Include any information about dietary restrictions that need to be accommodated.]
  - Arrive with the meal at [time]. Food will be setup on [provide description].
  - You do not need to provide serving utensils, plates, cups, napkins, and utensils. We have plenty of these [describe where they are] which you can grab as you are setting up.
- You are welcome to stay, serve the meal, and eat with our students as well.
- Let [staff member] know if you need any serving dishes or other items back, and we can arrange for that to happen as well.

### **2025 - 2026 Youth Ministry Important Dates**

Youth Group: Wednesday 6:30-8:00pm

- [List dates here as appropriate]

## Sample Volunteer Appreciation Form

Name: \_\_\_\_\_ Birthday: \_\_\_\_\_

What is your love language? \_\_\_\_\_

How do you like to receive praise? \_\_\_\_\_

Favorite Color: \_\_\_\_\_

Favorite Snacks: \_\_\_\_\_

Favorite Candy: \_\_\_\_\_

Favorite Beverages: \_\_\_\_\_

Favorite Restaurants:  
\_\_\_\_\_

Favorite Scents: \_\_\_\_\_

Any allergies/dietary restrictions: \_\_\_\_\_

What are some things under \$5 that would brighten your day?  
\_\_\_\_\_

What fandoms are you a part of?  
\_\_\_\_\_

What are your hobbies?  
\_\_\_\_\_

What are some stores you would love gift cards to?  
\_\_\_\_\_

## **Sample Volunteer Annual Self-Evaluation Questionnaire**

1. What "wins" have you experienced in your role this year?
2. What aspects of your volunteer role do you feel most confident about?
3. Where do you feel unsure or stuck in your ministry?
4. Are your current responsibilities a good fit for your gifts and interests? What could change to make it a better fit?
5. Is your current time commitment sustainable for your life circumstances?
6. What training or support would be most helpful to you?
7. How can youth ministry leadership better support you?
8. What would you change about how the youth ministry operates if you could?
9. How has serving in youth ministry impacted your own faith and spiritual growth?
10. Any other thoughts, concerns, or feedback you'd like to share?

## **Sample Youth Ministry Volunteer Exit Interview Questions**

### **About Your Experience**

- Why are you leaving your volunteer role with the youth ministry?
- What did you enjoy most about volunteering in youth ministry?
- What was the most challenging aspect of your role?
- Did you feel your gifts and strengths were well-utilized in your role?

### **Communication & Support**

- How effective was communication from youth ministry leadership? What could have been improved?
- Did you feel supported in your role? What additional support would have been helpful?
- What was your relationship with youth ministry staff like?

### **Ministry Impact & Growth**

- What impact do you feel you had on students during your time serving?
- Did you feel like you had clear "wins" to celebrate in your role?

### **Areas for Improvement**

- If you could change one thing about how the youth ministry operates, what would it be?
- Were there any policies or expectations that were unclear or problematic?
- What would have made you want to continue volunteering longer?

### **Moving Forward**

- Would you consider volunteering in youth ministry again in the future? Why or why not?
- Would you recommend volunteering in our youth ministry to others? What would you tell them?
- Any other feedback, suggestions, or comments you'd like to share?