

# Gloria Dei Lutheran Church

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July 1, 2006

## Prevention of Abuse of Children Committee Policy Manual

*Whereas*, the world is increasingly promoting sexual subjects, and

*Whereas*, the problem of sexual abuse of children is more prevalent,  
and

*Whereas*, we at Gloria Dei, as a loving and caring Christian response,  
want to provide a safe environment for children that attend  
Gloria Dei and its programs,

*Be it resolved* that Gloria Dei shall create a policy designated to reduce  
the risk of any sexual abuse of children at Gloria Dei and of  
children in any program under the auspices of Gloria Dei and;

*Be it further resolved* that a formal training program be conducted at  
Gloria Dei for adult members of Gloria Dei, which is designed to  
raise the awareness of the child abuse problem and which is  
designed to train members in the prevention of child abuse, and

*Be it further resolved* that Gloria Dei support this policy and this training  
program on a continuing basis.



***“...We might humble ourselves before our God and ask him for a safe journey for  
us and our children...”***

*- Ezra 8:21b NIV<sup>6</sup>*

***“Keep watch over yourselves and over all the flock of which the Holy Spirit has  
given you charge, as shepherds of the church of the Lord.”***

*- Acts 20:28 NIV<sup>6</sup>*

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***“Without the help of the Lord it is useless to build a home or to guard a city. It is useless to get up early and stay up late in order to earn a living. God takes care of His own even while they sleep. Children are a blessing and a gift from the Lord.”***

- Psalm 127:1-3 CEV<sup>2</sup>

***“At that time the disciples came to Jesus and asked, "Who is the greatest in the kingdom of heaven?" He called a little child and had him stand among them. And he said: "I tell you the truth, unless you change and become like little children, you will never enter the kingdom of heaven. Therefore, whoever humbles himself like this child is the greatest in the kingdom of heaven "And whoever welcomes a little child like this in my name welcomes me. But if anyone causes one of these little ones who believe in me to sin, it would be better for him to have a large millstone hung around his neck and to be drowned in the depths of the sea.”***

- Matthew 18:1-6 NIV<sup>6</sup>

## What is Child Abuse?

Child abuse is a legal classification describing various maltreatments of children. Some variations exist within individual state/provincial laws.<sup>1</sup>

## What Terms Relate to Child Abuse?

For the purposes of this manual and Gloria Dei Lutheran Church these are the terms that relate to child abuse:

- ❖ **minor** 19 years old or less.
- ❖ **youth** anyone about 13-19 years old.
- ❖ **child** anyone 12 years old or younger.
- ❖ **situational molester**: an opportunist who engages in misconduct when a situation develops or exists that makes the abuse possible. <sup>1</sup>
- ❖ **preferential molester**: A perpetrator who actively seeks out children, intentionally develops situations, and grooms the victims. A Preferential Molester generally is a male, single, over 25 years of age, lives alone or with parents, has an excessive interest in children, seeks access to children, frequently moves to avoid being caught, maintains pornographic collections, and photographs children. <sup>1</sup>
- ❖ **victim advocate** a Christian lay member of Gloria Dei Lutheran Church who “stands with” the victim throughout the process, expressing Christian care and concern.

**“Jesus said, ‘Let the children come to me and do not hinder them, for the Kingdom of Heaven belongs to such as these.’”**

**- Matthew 19:14 NIV<sup>6</sup>**

## What are the Types of Abuse?

- ❖ **Sexual Abuse** - Any form of sexual activity with a minor, whether in the home or any other setting. The abuser may be adult, adolescent, or any minor usually at least about four years older than the victim. (*adapted from National Resource Center on Child Sexual Abuse, 1992*)<sup>1</sup>

### Types of Abuse Involving Touching <sup>2</sup>

- Fondling
- Oral, genital, and anal penetration
- Intercourse
- Forcible rape
- Inappropriate touching <sup>8</sup>

### Types of Abuse Not Involving Touching <sup>2</sup>

- Verbal comments and jokes with sexual innuendo <sup>8</sup>
- Pornographic videos
- Obscene phone calls
- Exhibitionism
- Allowing children to witness sexual activity

- ❖ **Physical Abuse** - Violent non-accidental contact which results in injury. This includes but is not limited to striking, biting or shaking. Injuries include bruises, fractures, cuts and burns. <sup>1</sup>

**“You, O Lord, will protect us; You will guard us from this generation forever. On every side the wicked prowl, as vileness is exalted among humankind”<sup>7</sup>**  
**- Psalm 12:7-8 NRSV<sup>7</sup>**

- ❖ **Emotional Abuse** - A pattern of crushing a child's spirit and attacking his/her self-worth through rejection, threats, terrorizing, isolating, or belittling. Emotional abuse affects a child's emotional development leading to low self-esteem, problems with feelings and emotions, and difficulty with relationships. <sup>1</sup>
- ❖ **Neglect** - Includes failure by a caregiver to provide for a child's emotional needs such as love and attention; physical needs such as food, clothing, shelter and health care; and failing to offer supervision when it is within his/her power to do so. <sup>1</sup>

***“Discretion will protect you and understanding will guard you. Wisdom will save you from the ways of wicked men, from men whose words are perverse, who leave the straight paths to walk in dark ways, who delight in doing wrong and rejoice in the perverseness of evil, whose paths are crooked and who are devious in their ways.”***

*- Proverbs 2:11- 15 NIV<sup>6</sup>*

## What are Some Facts About Child Abuse?

- ❖ In about 80% of the cases of child sexual abuse, the perpetrator is an adult known to the child. <sup>1</sup>
- ❖ As of June 2006, there were 175 registered sex offenders within an approximate six mile radius of Hudson, in Northern Summit & Northwest Portage Counties. Three were women. <sup>3</sup>
- ❖ Most abuse takes place within the context of an ongoing relationship. <sup>1</sup>
- ❖ Child abusers often are married and have children. <sup>1</sup>
- ❖ As much as 56% of reported child molestation cases are committed by adolescents, mostly male. <sup>1</sup>

***“Speak up for those who cannot speak for themselves, for the rights of all who are destitute. Speak up and judge fairly;”*** - Proverbs 31:8-9a NIV<sup>6</sup>

***“You are my hiding place; you will protect me from trouble and surround me with songs of deliverance. I will instruct you and teach you in the way you should go; I will counsel you and watch over you. Do not be like the horse or the mule, which have no understanding but must be controlled by bit and bridle or they will not come to you.”*** - Psalm 32:7-9 NIV<sup>6</sup>

## Why is the Church Vulnerable?

- ❖ It is a community of trust. <sup>1</sup>
- ❖ There is often ignorance of facts. <sup>1</sup>
- ❖ There are usually few safeguards. <sup>1</sup>
- ❖ There are a number of opportunities to be in contact with children and youth. <sup>1</sup>
- ❖ There is easy access to children and youth. <sup>1</sup>
- ❖ There is a constant need for volunteer workers. <sup>2</sup>
- ❖ Turnover among volunteer workers is high. <sup>2</sup>

## What is the Impact of Child Sexual Abuse?

- ❖ Victimization of children <sup>8</sup>
- ❖ Shattered trust <sup>8</sup>
- ❖ Damaged families <sup>8</sup>
- ❖ Psychological, emotional, and spiritual damage to individuals <sup>8</sup>
- ❖ Spiritual damage to families and congregations <sup>8</sup>
- ❖ Congregational disunity & polarization <sup>8</sup>
- ❖ Litigation and financial cost <sup>8</sup>

***“The Lord protects the simple hearted; when I was in great need, he saved me.” - Psalm 116:6 NIV<sup>6</sup>***

***“Jesus said: ‘Holy Father, protect them by the power of Your Name – the name you gave me – so that they may be one as we are one.’” - John 17:11b NIV<sup>6</sup>***

## Policies

1. **Six months.** Any volunteer working with minors must be a regular Communicant of Gloria Dei Lutheran Church for at least 6 months. Each volunteer shall complete the Gloria Dei "Application Form for Children/Youth Workers." Appendix A.<sup>8</sup>
2. **Age difference.** All overnight accommodations involving minors must be arranged so that the minors staying in each room do not have more than a 4 years age difference, except in the case of siblings.<sup>8</sup>
3. **Child minimum.** All overnight accommodations must have at least two minors when one adult is present.<sup>8</sup>
4. **Separate accommodations.** A minimum of two adults should be present at an overnight activity. If participants are both male and female, the adults should be both male and female. If these conditions can not be met, the event should be canceled.

On outings that require that an adult share the same room as a minor, the parents or legal guardians shall give prior consent. The adult must avoid occupying the same bed as a minor, again with the exception of a parent or legal guardian. Males and females should sleep in separate rooms at events and have separate access to bathroom facilities. When separate facilities are not available, times for male and female use should be scheduled and posted for showers.<sup>4</sup>

5. **Curfew.** A curfew must be established for overnight events for all participants.<sup>8</sup>
6. **Two-deep leadership.** Any church event involving minors should have a minimum of two non-related adults present throughout the event. In the event two adults are not present, the door(s) must remain open. Activities should be conducted so as to avoid isolation of one adult with one minor. During the Sunday School hour, one administrator [i.e. Pastor, Director of Christian Education, Sunday School Superintendent, Sunday School Secretary] should check the facility at least once. Two adults should be present at every function and in each classroom, vehicle or other enclosed area during all children's and youth activities. In the event only one adult is available, the parent or legal guardian should be notified of the situation.<sup>8</sup>
7. **Prior sexual convictions.** Any adult who has been convicted of any criminal sexual misconduct or abuse or who may pose a threat to children or youth will be prohibited from working with any minors.<sup>8</sup>
8. **Prior driving convictions.** Anyone convicted of serious traffic violations can not drive for any activity at Gloria Dei Lutheran Church.<sup>8</sup>
9. **Designated drivers.** Any parent, adult, or legal guardian that is suspected to be inebriated or consuming mind altering drugs, may not drive their child or other children. Gloria Dei adult leaders will provide a designated driver or call for a designated driver. If the adult refuses a designated driver, the police will be called.
10. **Identification System.** The leaders of any activity involving minors shall ensure that they know each minor and the minor's parents or legal guardian. The leaders shall obtain appropriate contact information, in case of emergency. Leaders should

***"Have nothing to do with the fruitless deeds of darkness, but rather expose them. For it is shameful even to mention what the disobedient do in secret. But everything exposed by the light becomes visible."***

***- Ephesians 5:11-13 NIV<sup>8</sup>***

have an identification system for children 6 and under. [ID, clipboard sign-out, or pager, etc.]<sup>8</sup>

- 11. Background checks.** A background check will be made on any person [18 & older] at Gloria Dei working with minors. All employees shall be subject to a background check. [See Appendix B]
- 12. Personal Interview.** A personal interview shall be conducted with any person at Gloria Dei interested in working with minors. All employees shall be subject to a personal interview. A periodic review of *Appendices A & B* shall be conducted on each volunteer and employee to update any changes.
- 13. Covenant & Medical Release Forms.** All participants of any Gloria Dei Lutheran Church off-site activity must complete the "Covenant For All Youth Events" [Appendix C] and the "Medical Release Form" [Appendix D].

***"God is our refuge and strength, an ever-present help in trouble. Therefore we will not fear, though the earth give way and the mountains fall into the heart of the sea, though its waters roar and foam and the mountains quake with their surging."***  
- Psalm 46:1-3 NIV<sup>6</sup>

## Procedures

- 1. Reason to believe.** Ohio Law states that a report should be made if you have "reason to believe" that abuse or neglect is occurring – this means if you suspect abuse or neglect for any reason. Physical proof or other validation is not required to make a report.<sup>5</sup>
- 2. Professionals reporting of abuse.** Professionals are legally required to report any suspected child abuse including child-care workers, clergy, day-care personnel, any school employees, medical personnel, and attorneys.<sup>10</sup>
- 3. Protection against claims.** Ohio Law protects the reporter of suspected child abuse or neglect from any decision or award which might be sought through the filing of such a claim. Under Ohio statute, any person participating in making a report of suspected child abuse or neglect is immune from civil or criminal liability that might otherwise be incurred as a result of such action.<sup>5</sup>
- 4. Legal and asset representative.** The Property Board is to represent Gloria Dei as legal and asset representatives of Gloria Dei Lutheran Church.<sup>14</sup>
- 5. Reporting.**
  1. Workers who become aware of any injury, abuse, or molestation in any ministry activity will inform one of the following in this order of priority: ***Pastor, Director of Christian Education, OR President*** of Gloria Dei Lutheran Church. The ***Pastor, Director of Christian Education, OR President*** will complete the "Incident Report" [Appendix F].
  2. The ***Pastor, Director of Christian Education, OR President*** of Gloria Dei Lutheran Church will then report this incident to the ***legal guardian, church attorney, insurance company, Summit County Children's Services,***

***Hudson Police Department, and the Ohio District-Lutheran Church Missouri Synod Mission & Ministry Support Center.***

3. The name of the alleged victim and the alleged molester should be kept confidential.
4. A ***victim advocate*** from *Gloria Dei Lutheran Church* will be available.
6. **Media Communicator.** The ***Pastor*** initially is to be the only communicator with the media. However, if the ***Pastor*** is unavailable, the ***Director of Christian Education OR President*** is authorized to represent Gloria Dei Lutheran Church in this particular instance, unless the ***Director of Christian Education OR President*** in his/her own purview deems that such representation would be a direct conflict of interest on his/her part to represent the congregation in a truly impartial fashion.
7. **Media Script.** The following suggested script is to be shared with the public by the ***Media Communicator [Pastor, Director of Christian Education, OR the President]*** to represent Gloria Dei Lutheran Church.<sup>8</sup>

***“Gloria Dei Lutheran Church takes all accusations of child abuse seriously. To that end Gloria Dei Lutheran Church has notified the appropriate law enforcement agencies concerning this matter and requested a full and complete investigation. As a Christian community, Gloria Dei Lutheran Church believes in nurturing the well being of all individuals who attend our programs and we seek to respond in a caring and sensitive manner to anyone at Gloria Dei Lutheran Church.”***
8. **Training.** Anyone working with minors must attend periodic training on the subject of reducing the risk of child sexual abuse. The *Prevention of Abuse of Children Committee* will be responsible to ensure annual training is offered.

***“For the Lord gives wisdom, and from his mouth come knowledge and understanding. He holds victory in store for the upright, he is a shield to those whose walk is blameless, for he guards the course of the just and protects the way of His faithful ones.”***

***- Proverbs 2:6-8 NIV<sup>6</sup>***

## Application Form for Children/Youth Workers<sup>8</sup>

### Gloria Dei Lutheran Church - Hudson, Ohio

This application is to be completed by all applicants for any position (volunteer or compensated) involving the supervision or custody of minors. This is not an employment application. It will be used to help the church provide a safe and secure environment for those children and youth who participate in our programs and use our facilities.

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_


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

City/State/Zip \_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Maiden Name or Other Names Used \_\_\_\_\_

 Do you have any additional E-mail addresses? Yes \_\_\_ No \_\_\_ If yes, list all additional E-mail addresses: \_\_\_\_\_



Emergency Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

List previous churches attended and any work with a church or agency involving children & youth from the past 5 years and any pertinent references:

<u>Church or agency</u>	<u>Address</u>	<u>Position</u>	<u>Dates</u>
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List all previous home addresses in the last 5 years.

List the name, address, and phone number of two personal references [not related to each other or to you] on the back of this form.

 Signature \_\_\_\_\_  Date \_\_\_\_\_

***“So that you may become blameless and pure, children of God without fault in a crooked and depraved generation in which you shine like the stars in the universe.” - Philippians 2:15 NIV<sup>6</sup>***

## Background Investigation Consent<sup>13</sup>

### Gloria Dei Lutheran Church - Hudson, Ohio

I, (Print Name) \_\_\_\_\_ hereby authorize *Gloria Dei Lutheran Church of Hudson Ohio*, in the area of requested employment or volunteering, to make an independent investigation of my background, references, character, past employment, education, criminal or police records, including those by both public and private organizations and all public records for the purpose of confirming the information contained on my application or volunteer form(s), and/or obtaining other information which may be material to my qualifications for employment or as a volunteer now and, if applicable, during the tenure of my employment or as a volunteer with our church.

I release *Gloria Dei Lutheran Church of Hudson, Ohio* and any person or entity which provides information pursuant to this authorization, from any and all liabilities, claim or lawsuits in regards to the information obtained from any and all of the above referenced sources used.

The following is my true and *complete* legal name and all information is true and correct to the best of my knowledge:

Full Name (Printed) \_\_\_\_\_

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

✎ Do you have a current Ohio driver's license?      Yes \_\_\_ No \_\_\_

If yes, list drivers license number \_\_\_\_\_ Expiration Date \_\_\_\_\_

✎ Does Gloria Dei Lutheran Church have your permission to check your records with the Ohio Department of Motor Vehicles?      Yes \_\_\_ No \_\_\_

✎ Have you ever participated in, or been accused, convicted or plead guilty or no contest to abuse or any sexual misconduct?      Yes \_\_\_ No \_\_\_

✎ Have you ever been convicted of or plead guilty or no contest to any criminal offense of any kind? Yes \_\_\_ No \_\_\_

✎ Are you aware of any traits or tendencies you possess that could pose any threat to children or youth? Yes \_\_\_ No \_\_\_

✎ Signature \_\_\_\_\_ ✎ Date \_\_\_\_\_

*This Background Check will be accomplished by Kroll Background America, Inc., of Church Volunteer Central through Group Publishing of Loveland, Colorado.*

## **Covenant For All Youth Events<sup>9</sup>** **Gloria Dei Lutheran Church - Hudson, Ohio**

1. I will respect all those from our group, adult leaders, and anyone outside our group.  
– *I Peter 2:17*
2. I agree to respect the property of others. Any damage incurred as a result of my words or actions, is to be paid by me and all those involved. – *Exodus 22:5-6*
3. I agree that as a part of this group, we will pay for any anonymous or unclaimed damage caused by this group, unless those involved confess. – *Leviticus 4:13*
4. I will not use profanity or harsh language. – *Colossians 3:8*
5. I will not possess or take part in under age and illegal use of cigarettes, cigars, chewing tobacco, or any other form of tobacco. – *Romans 13:1-3*
6. I will not possess or take part in under age and illegal consumption of alcohol.  
– *Titus 3:1*
7. I will not possess or take part in the use of any type of illegal drug or substance.  
– *Romans 6:13*
8. I will not take part in any sexual activity. – *I Corinthians 6:18-20*
9. I will not obtain any type of body piercing or tattoo. – *Leviticus 19:28*
10. When an adult leader requests my cooperation or assistance I will be as helpful as possible. – *Hebrews 13:17*
11. I will be present and on time at all group meetings, devotions, and Bible studies.  
– *I Corinthians 12:25*
12. I will contribute my opinion and information about various matters concerning our group.  
– *I Corinthians 12:27*
13. I will put personal preferences aside for the benefit of the entire group.  
– *Ephesians 4:3*
14. I will be honest, affirming, and positive to others. – *Proverbs 14:25 & 12:25*
15. Failure to comply with any of the above except 5-9, will result in a warning. A second occurrence will result in a phone call warning to my parents/guardians. A third occurrence, or first occurrence of 5-9, will result in a trip home to be paid by my parents/guardians. – *Romans 13:4-5*

\_\_\_\_\_  
Youth signature

\_\_\_\_\_  
Parent/guardian signature

\_\_\_\_\_  
Date

## Medical Release Form<sup>9</sup>

### Gloria Dei Lutheran Church - Hudson, Ohio

\_\_\_\_\_  
Name

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
City                                  State                                  Zip Code

\_\_\_\_\_  
Health Insurance Company

\_\_\_\_\_  
Policy Number                                  Group Number

\_\_\_\_\_  
Physician                                  Phone Number

I, \_\_\_\_\_, the legal parent/guardian of \_\_\_\_\_ grant my permission to attend *Gloria Dei Lutheran Church, education and youth events*. I hereby release *Gloria Dei Lutheran Church* from any and all liabilities in case of accident or illness. I authorize any medical care deemed necessary by an accredited physician, nurse, medical personnel, or hospital while traveling to, from, and while attending any activity or trip sponsored by *Gloria Dei Lutheran Church*.

\_\_\_\_\_  
Parent/Legal Guardian Signature                                  Date

\_\_\_\_\_  
Home Phone Number                  Work Phone Number                  Cell Phone Number

I understand an adult may not be assigned to each room.                   Yes                   No

I understand two adults may not always be in each room, vehicle, or enclosed space.  
 Yes                   No

I give my permission for my child's picture to be used in any church related publicity.  
 Yes                   No

Please list any allergies, medical conditions, or any other considerations regarding the health of your child below.

***“But let all who take refuge in you be glad; let them ever sing for joy. Spread Your protection over them, that those who love Your name may rejoice in You. For surely, O Lord, You bless the righteous; You surround them with Your favor as with a shield.” – Psalm 5:11-12. NIV<sup>6</sup>***

## Standards for Adults Working with Youth

### Gloria Dei Lutheran Church – Hudson, Ohio

We welcome your involvement with the Youth of Gloria Dei. Every young person needs many adults in their lives to care about them, teach and encourage them so your time spent working with the students is valuable. These standards reflect the policies of the P.A.C. Committee of Gloria Dei to insure these experiences are positive events for everyone. They have been established to protect you, the students and the congregation and are in effect at every activity sponsored by Gloria Dei Lutheran Church.

1. Hugging or putting an arm around a student are gestures that show you care and are appropriate in group settings. Avoid repeated one-on-one contact and show the same genuine affection to all students.
2. Avoid all genital/breast contact.
3. Verbal comments or jokes with sexual innuendo are not appropriate. Profanity and harsh language is prohibited as well as excessive teasing of any one person.
4. A minimum of 2 non-related adults should be present during the entire event.
5. Students and adults should always remain with the group. Never meet with a young person alone in a home.
6. Use of alcohol, drugs and/or illegal substances by adults is forbidden at any youth event. Adults should refrain from smoking in front of children.
7. Proper clothing for activities is required by adults and youth. No t-shirts with anti-Christian, alcohol, drug, or sexual themes are allowed. No revealing clothing is allowed.
8. Any adult who has not fulfilled the requirements for working with youth as established in the P.A.C. Policy (6 month rule, background check, interview) may accompany his/her child to any youth activity as a guest but will not be asked to assume any responsibilities of a chaperone or serve as a driver for the group. On occasion, such adult may assist a P.A.C. trained chaperone/teacher, on a temporary basis.
9. If any adult or youth is behaving in a manner that makes you feel uncomfortable or violates any of the above rules or the P.A.C. policy, it is your responsibility to report it to the *Director of Christian Education* or the *Pastor* as deemed appropriate.

✍ Signature \_\_\_\_\_ ✍ Date \_\_\_\_\_

***“You, O Lord, will protect us;  
You will guard us from this generation forever.”<sup>7</sup>***  
*- Psalm 12:7-8 NRSV<sup>7</sup>*

# Incident Report

**Gloria Dei Lutheran Church - Hudson, Ohio**

Name of Alleged Victim: \_\_\_\_\_ Age: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Legal Guardian \_\_\_\_\_

Name of Alleged Abuser: \_\_\_\_\_ Age: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Legal Guardian: \_\_\_\_\_

Date & Time of Incident[s] \_\_\_\_\_

Relationship between Alleged Victim & Alleged Abuser \_\_\_\_\_

Describe What Happened: \_\_\_\_\_

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

The Following Have Been Contacted: [Indicate Date]

Pastor \_\_\_\_\_ DCE \_\_\_\_\_ President \_\_\_\_\_

Hudson Police \_\_\_\_\_ Summit County Child Services \_\_\_\_\_

Ohio District \_\_\_\_\_ Attorney \_\_\_\_\_ Insurance Company \_\_\_\_\_

List any Witnesses: \_\_\_\_\_

Describe what the Alleged Victim Says: \_\_\_\_\_

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

Describe what the Alleged Abuser Says: \_\_\_\_\_

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

List any other pertinent information: \_\_\_\_\_

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



\_\_\_\_\_  
Signature of Reporter



\_\_\_\_\_  
Date

## **Victim Advocate Job Description**

### **Gloria Dei Lutheran Church – Hudson, Ohio**

#### **Qualifications**

1. Is a confirmed member of Gloria Dei Lutheran Church at least 25 years old.
2. Is a frequent participant in worship, communion, Bible study, and stewardship at Gloria Dei.
3. Serves/d in a human care profession such as nursing, ministry, social work, psychology, educational administration, or as a trained Stephen Minister at *Gloria Dei Lutheran Church*.
4. Has completed the *Prevention of Abuse of Children* training at *Gloria Dei Lutheran Church*.
5. Has received a satisfactory rating from a criminal background check.

#### **Responsibilities**

1. Maintain all information regarding the case strictly confidential.
2. “Stand with” the victim throughout the process to express Christian care and concern.
3. Pray for and with the victim.
4. The *Victim Advocate* is a lay volunteer and is not a substitute for professional help.
5. The *Victim Advocate* may suggest professional help as appropriate.

#### **Supervisor**

1. The *Pastor, Director of Christian Education, or President of Gloria Dei Lutheran Church*.
2. The *Victim Advocate* shall be chosen by the supervisor.

#### **Commitment**

1. To serve as needed, throughout the case.
2. Serve on a case-by-case basis as mutually agreed upon with the Supervisor.

#### **Evaluation**

Self-evaluation and feedback following each case, is to be shared with the *Supervisor*.

***“You are my hiding place; you will protect me from trouble and surround me with songs of deliverance. I will instruct you and teach you in the way you should go; I will counsel you and watch over you.” - Psalm 32:7-8 NIV***

## References

- 1 **"Making Churches Safer: Reducing the Risk of Abuse in Your Church."** Department of Christian Formation: Evangelical Covenant Church. Chicago, Illinois. Copyright © 2002.
- 2 **"Reducing the Risk II: Making Your Church Safe From Child Sexual Abuse."** Published by Christian Ministry Resources, Matthews, NC. [www.reducingtherisk.com](http://www.reducingtherisk.com)  
Copyright © 2003 by Church Law & Tax Report
- 3 **www.co.summit.OH.US/sheriff**. Summit County, Ohio Registered Sex Offenders. Click on the "Registered Sex Offenders" item on the left-hand column.
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***"Always be prepared to give an answer to everyone who asks you to give the reason for the hope that you have. But do this with gentleness and respect, keeping a clear conscience, so that those who speak maliciously against your good behavior in Christ may be ashamed of their slander. It is better if it is God's will, to suffer for doing good than for doing evil. For Christ died for sins once for all, the righteous for the unrighteous, to bring you to God."***

***- I Peter 3:15b-18a NIV<sup>6</sup>***