



Volunteer Agreement

Who We Are

As a Christian organization, Arrive Ministries rejoices in our opportunity to welcome, serve and walk alongside refugees and immigrants regardless of their country of origin, religious belief, gender, marital status, physical ability, or other unique characteristics. The beliefs of Arrive Ministries call us to extend love to all refugees and immigrants who walk through our door, which is what we joyfully do!

Strategy: Love refugees practically, socially, and spiritually, as we:

- Provide direct program services
- Mobilize the Church
- Call our communities to respond Biblically

Mission: Live out God's command to welcome refugees and immigrants

Purpose: Life transformation for refugees, immigrants and the Church

Values:

- The Gospel, shared in word and deed (Romans 1:16, Colossians 3:17)
- Refugees and immigrants, created in God's image (Genesis 1:26-27, Exodus 23:9, Leviticus 19:33-34, Leviticus 24:22)
- The local Church, God's agent for transformation (1 Peter 2:9, Matthew 5:14-16; 28:18-20)
- Justice and mercy for the vulnerable (Isaiah 58: 6-11, Micah 6:8, Isaiah 1:17)
- Empowerment and learning from each other (1 Thessalonians 5:11, Proverbs 27:17)

Beliefs (Statement of Faith):

- We believe the Bible to be the inspired, the only infallible, authoritative Word of God.
- We believe that there is one God, eternally existent in three persons: Father, Son and Holy Spirit.
- We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.
- We believe that for the salvation of lost and sinful people, regeneration by the Holy Spirit is absolutely essential.
- We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life.
- We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation.
- We believe in the spiritual unity of believers in our Lord Jesus Christ.

The Core Values for Transform Minnesota and its Affiliate Ministries are as follows:

Core Values

As an evangelical network existing to serve Jesus Christ, we value and affirm:

1. The Bible as the authoritative word of God, and our Statement of Faith as an expression of our shared biblical foundation as Evangelicals: both guide us in all areas of faith and living
2. Evangelism, extending the Kingdom of God, and engaging culture and influencing people in ways that reflect God's character.
3. Local Churches as God's primary means for Christian community and mission, and para-churches that support and collaborate in living out the Gospel of Jesus.
4. Unity in the body of Christ, centered on Jesus, and characterized by loving relationships that bridge and honor our differences.
5. Redemption, through Jesus Christ producing freedom, wholeness, and new beginnings for all who receive Him as Savior and Lord.
6. Reconciliation of people to right relationship with God and to each other through Jesus Christ.
7. Mercy and justice, showing compassion towards those who suffer and advocating for what is right and just, by following the teachings and example of Jesus.
8. God-honoring relationships, family life that nurtures children, and Biblical marriage between a man and a woman.
9. Life, as a gift from God, from conception to a natural death; and the intrinsic value and rights of every human created in the image of God.
10. Religious Freedom and liberty of conscience for all people as a fundamental human right.

Volunteer Policies

Background Check

All Arrive Ministries representatives 18 years or older must pass a Criminal Background Check in order to volunteer.

Driving

The safety and well-being of drivers and all passengers is of critical importance. Volunteers providing transportation to clients play an important role as an example of safe driving.

- All volunteers must pass a Motor Vehicle Records check in order to transport clients.
- All volunteers must have a valid driver's license and insurance that meets the minimum state requirements in order to transport clients.
- Car seats and seat belts must be used.
- Serious misuse of vehicle and/or inappropriate driving behavior may be grounds for dismissal.

Confidentiality

Arrive Ministries recognizes confidentiality as a living principle based on the sanctity and dignity of the human person. Therefore, Arrive Ministries will respect the privacy of personal information of those it serves. Each volunteer's privacy is also protected.

- Arrive Ministries representatives are responsible for maintaining confidentiality of all information they are exposed to. This information may involve a volunteer, client, and others.
- Care should be taken when using written or recorded communication like texts, voicemails, and emails, or any identifying information about the client you are working with.
- Any client information including names, addresses, phone numbers and other data should not be shared without their informed consent.
- Permission must be sought from clients when there is an intention to use their names, stories, or images on social media or any other public platform. We wish to avoid a situation where a client may feel that they cannot say no to you because of your position with Arrive Ministries, where they are receiving services.
- Arrive Ministries will not share any client information with volunteers unless the client has agreed to receive volunteer services.
- Failure to maintain confidentiality shall result in termination or appropriate corrective action will be taken.

Prevention of Sexual Exploitation and Abuse

Arrive Ministries has a zero-tolerance policy for exploitative and abusive relationships. Arrive Ministries will ensure the fulfillment of our moral obligation to protect minor children and other vulnerable members of society from abuse, exploitation, neglect, and other forms of violence.

Sexual Abuse and Sexual Exploitation are related terms, but they do have subtle distinctions, mainly those concerning the power differential between the individuals involved:

- *Sexual abuse is any actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.*
- *Sexual exploitation is any actual or attempted abuse of position of vulnerability, differential power, or trust, for sexual purposes, including but not limited to, profiting monetarily, socially, or politically from the sexual exploitation of another.*
- Sexual exploitation and abuse by Arrive Ministries representatives constitutes an act of gross misconduct and is therefore grounds for termination of engagement. Sexual relationships between Arrive Ministries representatives and beneficiaries are prohibited.
- Sexual activity with children is prohibited regardless of the age of majority or age of consent locally. Mistaken belief in the age of a child is not a defense.
- Arrive Ministries representatives are obliged to create and maintain an environment which prevents all forms of sexual exploitation and abuse and promotes implementation of this code of conduct.

Working with Minors

Minors are defined as any youth under the age of 18.

- No physical restraint or horseplay. Keep physical contact to a minimum. Things like handholding to cross the street are appropriate.
- Monitor your self-disclosure and your language.
- There should be no isolated one-on-one activity with minors, as that can be misinterpreted. Activities with minors should be conducted in a public setting as often as possible, in groups, or with a parent or guardian present.
- Do not give rides or engage in one-on-one outings or meetings with a minor independently.
- As much as possible, have face-to-face greetings and debriefs with the minor's parents or guardians.
- Treat all children with respect, creating an environment for children to safely and meaningfully participate in decisions that involve them.

Reporting

- Where an Arrive Ministries representative develops concerns or suspicions regarding abuse or sexual exploitation by another representative, he or she must report such concerns to Arrive Ministries staff.
- Arrive Ministries representatives have the responsibility to report any concerns about actual or suspected violations of Arrive Ministries' policies or any federal, state or municipal law or regulation governing Arrive Ministries operations to Arrive Ministries staff.
- Anyone reporting a concern must act in good faith and have reasonable grounds for believing the information disclosed indicates a violation of law and/or ethical standards.
- Arrive Ministries shall take reasonable steps to protect the identity of individuals and keep reports of concerns confidential to the extent possible, following internal organization policies or practices.

Arrive Ministries is an Affiliate Ministry of Transform Minnesota and the Minnesota Office of World Relief

Non-Proselytizing

Arrive Ministries is dedicated to mobilizing the church to live out God's command to welcome refugees and immigrants. Our Christian faith is an integral part of who we are as an organization. Our programs and services are offered equally to all eligible individuals solely on the basis of need.

We do not discriminate in the provision of services based on religion, among other criteria. Our program beneficiaries are not required to profess a certain faith, nor are they required to participate in religious activities in order to receive services. The profession of a particular faith will not secure preferential treatment or additional benefits of any kind for the participant or beneficiary.

As an organization, we do not condone proselytization, which is the use of coercion to force someone to convert to a particular religion.

In serving clients, many of whom have experienced traumatizing situations including persecution, it is vital that all staff, volunteers, interns, and contractors be particularly sensitive to avoid even implied expectations of religious conformity. Be mindful and respectful of the cultural context and faith traditions of those individuals whom we serve. Whether an individual is a Christian or not, and whether we believe they may ever become a Christian or not, our policy is to provide the same caring service to all.

Potential Health Risks

Arrive Ministries clients may have communicable diseases (including but not limited to tuberculosis, hepatitis, HIV/AIDS, etc.) Volunteers should use the following Universal Health Precautions when interacting with clients:

- Avoid contact with blood and bodily fluids
- Use gloves when administering first aid
- Wash hands before and after contact

Arrive Ministries may suspend volunteer activities in order to safeguard public health.

Volunteers are not permitted to volunteer in any capacity that involves contact with others if they have symptoms of illness.

Media Release

By signing this form, I give Arrive Ministries permission to use my photo or photos of me in Arrive Ministries' promotional materials and related print and electronic publications.

Acknowledgement and Agreement

I have read, understand and agree to abide by the attached documents. I understand that behavior or promotion that contradicts these statements may impede the integrity and mission of Transform Minnesota and its Affiliate Ministries, and may be grounds for dismissal as a volunteer.

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