

## Church Project Application Guidelines:

(revised 2015)

- The church should vote by mid January whether or not the body will support having an SCSC team and project.
- A Project Director (PD) (who must be 25 years old or older) should be nominated and voted into position.
- A small **Church SCSC Committee** should be organized and given direction by the church body and pastor as to what the project will entail.
- Applications may be secured from the;
  - SCSC committee of the Women’s Board [www.scscstainedglass.com](http://www.scscstainedglass.com)
  - SDB Women’s Society website [www.sdbwomen.org](http://www.sdbwomen.org)
- Applications must be submitted by January 31<sup>st</sup> for consideration by the SCSC Committee. Late applications will not be considered.
- The **Church SCSC Committee** should;
  - Plan a 40-50 hour per week project for the SCSC team.
  - Create a weekly schedule - required as part of the application.
  - The details of the SCSC project must be formulated and documented prior to On-site Training to ensure proper communication.
    - At On-site Training a staff member will be assigned to assist PD’s with the final steps of this task.

A **Sample Project** might include **GOALS** such as these: (The plan would also include a detailed grid – see the Church Project Application.)

- To promote the gospel of Christ and the causes of His church as understood by SDB’s.
- To assist in the camping programs of the church
- To enhance the visibility of SDB’s in our area through a fair booth, neighborhood backyard Bible Club, visitations, and/ tract distribution.

A **Sample of Team Responsibilities** might include:

- Prepare for and teach 1 week of VBS
- Plan and lead Children’s Church for the 4 Sabbaths of the project
- Spend 5 hours in visitation to promote VBS in the church neighborhood
- Lead a Bible study for teens/youth
- Give their personal salvation testimony on a designated Sabbath morning
- Participate in the music ministry of the church if they have musical talent to share
- Plan and deliver the Children’s Message one designated Sabbath
- Assist with administrative duties, and technology needs within the church
- Work on the landscaping of the parsonage
- Spend 5 hours visiting seniors from the congregation
- Prepare and serve a meal to the homeless

## **Host Church Responsibilities would include:**

- Food, housing, personal privacy, bedding, towels, pillow, transportation, laundry and showering facilities for the SCSC team during project. Other project supplies and materials, including some financial assistance might be provided as well.
- Select a Project Director (PD) to supervise the project, working directly with the team and training staff.
  - The Project Director should be a committed member of the church who is at least 25 years old.
  - The PD should be someone who can meet with the team during the day – every day – of project, to lead in devotions and give opportunity for feedback on how the members of the SCSC team are doing spiritually, emotionally, mentally and physically.
- The church should provide the funds for the Project Director to travel to and attend training.
- Notify the SCSC committee of any additional young adults/adults who will be overseeing or working directly with the SCSC Team on project. (I.e. pastor, intern or student pastor, camp directors, etc.)
- Schedule one day per week for the team to rest, do laundry, communicate with family and friends, personal bible study, devotions, prayer, and preparing for project duties.
  - In addition, students should have some “down” time each day –wherein they are able to rest, recreate and attend to personal needs.
- Time for the team to connect and build relationships with the church members should be purposefully provided.
- A welcome for the team with introductions is recommended.
- At the end of the project it is recommended that the church provide a financial love gift of appreciation for the team’s service. Many churches have a “send off” gathering for the team.

## **Project Director Expectations:**

- Attend the SCSC Training sessions in June - required (Pack for a camp setting.)
- Be committed to the project for its entire duration. (Preparation, Training, and through the end of the SDB General Conference meetings.)
- Work closely with the SCSC Committee giving details regarding the project prior to Onsite Training so that placement of students can be effective and training can be geared to meet specific project needs.
- Enforce guidelines, policies and requirements of SCSC and be an advocate for your team. (The information referred to can be found on the above noted websites.)
- Spend time on study materials provided by the Training Staff.
- Have a daily study/prayer time with the team. (This may be delegated to a camp director if needed.)
- Send Training staff scheduled evaluations during project.
- Complete the final evaluation form and a future work reference for each team member. Send these to the SCSC Evaluation meeting, attended by the students at the end of project.

- Attend the SDB General Conference if possible and continue to supervise/oversee the Team if this week is part of their project.
- Attend the SDB General Conference SCSC Project Director's Luncheon and Evaluation midweek during the conference.

### **Project Director Training Program:**

- Bible study & personal testimony
- Project preparation i.e. planned project and grid schedule of project
- Team devotions, counseling, discipline as needed, care of students, and advocacy
- Overview of Christian Education, music communications, etc.
- SCSC guidelines and expectations
- Close communication with the SCSC Committee and Training Director

### **SCSC Organization and Sponsorship**

Summer Christian Service Corps is sponsored by the SDB Women's Society through their Board of officers. This agency is part of the Seventh Day Baptist General Conference USA and Canada, LTD. An SCSC Committee is appointed by the Women's Board. All policies regarding applications, training, projects and teams are established by this committee and approved by the Women's Society Board of Officers. The SCSC Committee reserves the right to turn down a project plan and/or request a different Project Director before approval.

The SCSC Committee appoints a Training Director who subsequently gathers a Training Staff. These two groups work closely together to train and support the SCSC students and PD's throughout their Pre-training, onsite training and project at their assigned church. In addition to regularly scheduled evaluations during the projects, an Evaluation of projects is held with the students prior to Pre Conference meetings. An Evaluation of projects is held with PD's at a lunch during the Conference week.

The SCSC Committee recommends students to the Memorial Fund for their leadership training scholarship, with the amount to be awarded based on years served. Only those students who have satisfactorily completed their Pre-Training Assignments, Training, and Project requirements will be recommended for this scholarship. The SCSC Committee has the right to recommend a reduction in scholarship amount for those students who have met many, but not all, of the requirements.

The SCSC Committee **MUST BE NOTIFIED** of any substantive change in project or PD immediately and reserves the right to cancel a project if the requirements are not met. Proposed PD must attend training and serve as acting PD; if a substitute is sent to training, the project may be canceled.

*Seventh Day Baptist Women's Board of the SDB Women's Society and General Conference*

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