

The 'Ministry Pack' Checklist

Please don't allow what is required here to overwhelm you. Take it one part at a time. What you cover will equip and inform you to be a leader who knows how to care well for those you will lead.

Your Name: _____

Please tick

- I have read through the *LMAP Statement of Belief/Core Doctrines*.
- I have read through the *LMAP Job Description* (for the role in which I will be serving). *This does not apply for those applying for safe ministry clearance for a non-specific LMAP Ministry.*
- I have read through *Faithfulness in Service*.
- I have read through the *Safe Ministry Blueprint* (for the particular ministry in which I will be serving - i.e. Kid's Min Leaders; Youth Min Leaders; Churches)
- I have obtained my *Working with Children Check Number (WWCC)* from *Services NSW* (every 5 years)
 - a. Fill out the Online form here - <https://www.kidsguardian.nsw.gov.au/child-safe-organisations/working-with-children-check>
 - b. Go to *Services NSW* with the form and ID.
 - c. When your WWCC ID number is sent to you, give to the LMAP Office:

My WWCC Number: _____ My B'day: _____ Date: _____

- I have completed the enclosed confidential *Safe Ministry Check form* (adult +18 or junior age 13-17)
(Note: This SMC only happens once. It is confidential and will only be viewed by the Rector or his authorized delegate as indicated by you – see return envelope. It will be their job to screen and then authorize you as a LMAP leader. The SMC form will then be encrypted and stored indefinitely by LMAP)
- I have completed the online *Safe Ministry Training*
 - Go here - <https://safeministry.training/online-training-information>
 - *Essentials* (if over 16) - 4.5hrs online – if first time, expires after 3 years.
 - *Junior Leaders Course* (if aged 13-16) - 2.5 hrs online – at age 17, the leader needs to do the Essentials course.
 - *Refresher* - 2.5hrs online – for those who have done Essentials and need to refresh before the 3 year expiry.

Certificate Code: _____ Date Completed: _____

- I have sent a digital 'Head and Shoulders' colour photo of myself to admin@lmap.org.au.
(Note: Once you are approved for Safe-Ministry, LMAP will produce a Photo ID Lanyard for you to wear whenever you are serving in kids, youth or vulnerable persons ministry in our church)

- Return - this checklist, your confidential *Safe Ministry Check form*, a copy of your *Safe Ministry Training Certificate*, a copy of your ID – to the LMAP Rector or his LMAP Authorized Delegate in a confidential envelope *(to the LMAP Office – either drop in or post to PO Box 77, Glenbrook NSW 2773)*

Thank you

The Rector or his authorised delegate will be in touch to confirm that you are clear to serve. Thank you for putting the time and effort into getting safe-ministry accredited for ministry at Lower Mountains Anglican Church.

Authorised Delegate Checked on: _____ (date)

- WWCC confirmed
- Safe Ministry Check confirmed
- Safe Ministry Training confirmed

LMAP Safe-Ministry Cleared
Rejected

By: _____ (Auth Delegate)