

BLACK HAWK CHURCH

High School Ministries

HSM Leader Handbook



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Taking Courageous Steps...

In HSM, everything we do is to help challenge and support students to take courageous steps forward in their spiritual journeys. In HSM we want to walk alongside of students as they take these steps, while focusing on three perspectives to apply the principles of loving God and loving others more – looking upward, inward and outward. We hope that through our ministry areas we can equip students to express for themselves that:

- **God is TRUTH**
- **I am an ESSENTIAL part of a MISSION**
- **God calls me to reflect His love with WORDS and ACTIONS**

Committed to High School Students:

HSM believes in HS students. We're committed to them regardless of the way they look and act, their family situations, ethnic backgrounds, economic status or response to us. We love their energy, honesty, enthusiasm and potential. We see them as a gift of God, created in His image, made to be in relationship with Him.

We believe all students (and us!) need Jesus. While they will try to fill the void with many things, some of them harmful, we are called to share Jesus with them as He alone can meet their ultimate needs.

Our Mission

HSM exists to build a loving community that follows Christ in order to reach a community that is lost without Him.

We accomplish this through challenging and encouraging students to take courageous steps forward in their spiritual journeys in these ways:

- Praying for students & their families.
- Going where they are.
- Building relationships with them.
- Winning the right to be heard.
- Creating experiences that are fun, challenging, and life-changing.
- Sharing our lives and the Gospel of grace.
- Inviting students to respond to the Gospel.
- Loving them regardless of their response.
- Coming alongside students as they grow in their love for Christ, understanding of God's Word, and become people who follow Christ and point others towards Him.
- Helping students know & develop their God-given gifts and skills and use them for the Kingdom.
- Affirming to students their significant role as members of the Body of Christ and the Blackhawk Church community.

HSM Vision and Mission Continued

HSM is Committed to Relationships

Students long to be known and understood. They want encouragement, wisdom, and compassion. They need adults who take the initiative in reaching out to them, stick with them, believe in them, listen without being shocked and accept them as they are.

HSM staff and volunteers are committed to developing genuine relationships with students. As leaders model a growing relationship with Christ to their students, we seek to show students that our relationship with God is honest and active.

HSM is Committed to the Gospel

Every student deserves a chance to hear and respond to the Gospel of grace. HSM is dedicated to giving them that opportunity. Many young people will readily believe and follow Christ. Others will need more time to think it over. Some may never come to faith. Their decision is their responsibility; our commitment is to offer them the choice and love them no matter what they choose.

HSM is Committed to Helping Students Grow

When students choose to follow Christ their faith needs to be encouraged and challenged. Growth comes through sharing their lives with others, studying of God's Word, praying for themselves and others, and serving others. HSM provides opportunities for students to take the necessary steps in their journeys to develop a solid faith in Jesus. We desire that students one day will leave HSM with a deep understanding of God's love for them, a commitment to live their lives for Him, and a desire to continue to be part of a Christ-centered community.

Our Values

The Gospel

- The life, death, resurrection and kingship of Jesus is central to everything
- Grace, the free gift of God, is available to all people
- Contextualize and express the Gospel to be internalized

Connection

- Connect students, leaders, and parents in meaningful relationships
- Connect to the Church in leadership and serving roles
- Connect with the community outside the walls of the church

Experience

- Provide a diverse range of experiences in order to reach every type of student
- Invest time in student's lives

Belonging

- Provide an authentic community where everybody is accepted, meet students where they're at

Care

- Provide specific holistic care students need
- Pray for students, families, and leaders

Your students will care more about what you say when your actions first convince them that you care about them.

Students need people to walk beside them through their messes and failures and continue to love them and believe in them.



A HSM Leader is.....

Romans 3:21-26

But now, apart from the law, the righteousness of God has been disclosed, and is attested by the law and the prophets, the righteousness of God through faith in Jesus Christ for all who believe. For there is no distinction, since all have sinned and fall short of the glory of God; they are now justified by his grace as a gift, through the redemption that is in Christ Jesus, whom God put forward as a sacrifice of atonement by his blood, effective through faith. He did this to show his righteousness, because in his divine forbearance he had passed over the sins previously committed; it was to prove at the present time that he himself is righteous and that he justifies the one who has faith in Jesus.

Qualifications

- Committed Christian who is in agreement with Blackhawk's statement of faith
- Minimum of one year out of high school
- Regular involvement in Blackhawk Church, personal spiritual growth outside of HSM (ie: small group, mentor, etc)
- Desire and commitment to reach HS students for Christ
- Willingness to serve on the HSM leader team and attend all required trainings, retreats, and programming
- Complete Blackhawk Next Generation Ministries Application and meet with HSM staff person
- Read and sign HSM Leader Covenant

Responsibilities

- To pray regularly for students by name and for the ministry, staff, and fellow volunteer leaders
- Make every effort to attend required all-leader trainings & retreats
- The specific responsibilities included in the area you are serving in
- Committed to spending intentional time communicating and being present in the lives of your specific students (of the same gender) outside of HSM programming



What We Believe at Blackhawk Church

At Blackhawk we are trying to **build a loving community that follows Christ in order to reach the community that is all around us, both locally and globally.** We are trying to do that by becoming the kind of church the Bible describes a church with relevant teaching, God-honoring worship, honest friendships, continual prayer and compassionate love for people.

We are considered an evangelical church and are linked together with a long line of Christ-followers who have for centuries depended on the Bible as the basis for their beliefs. We believe the Bible is uniquely God-inspired and without error in the original writings. That's why at Blackhawk you will hear messages that focus our attention on what the Bible says and how that message can transform us into becoming the kind of people God wants us to be.

We believe:

- There is one God, Creator of all things, infinitely perfect and eternally existing in three persons: Father, Son and Holy Spirit.
- Jesus Christ is true God and true man. He lived a perfect life and died on the cross, a sacrifice for our sins. He arose bodily from the dead.
- All people have sin in their lives and need God's forgiveness. Those who trust in Jesus Christ and Him alone for their salvation become true members of the body of Christ.
- The ministry of the Holy Spirit is to glorify the Lord Jesus Christ and to indwell, guide, instruct and empower the believer for godly living and service.
- At the end, everyone will experience bodily resurrection and the judgment. Those who have faith in Christ will enjoy eternal fellowship with God.

HSM's Faith and Conduct

Substances & Illegal Activity Leaders must not participate in illegal activity, including drugs, alcohol and tobacco. Even when a leader is of age to consume alcohol and tobacco legally, it should always be done with wisdom and in extreme moderation. Leaders must be aware that when drugs, alcohol and tobacco are abused, their witness is diminished or even destroyed.



Personal Relationships Leaders must maintain appropriate behavior in their personal relationships, including abstaining from the intimate sexual contact reserved for marriage. God created sex to be between a husband and a wife only; it is a special bond that is about intimacy and creation.

Living Situations A leader should not reside together with someone of the opposite sex (apart from family). While such arrangements may be plutonic, students, parents and other leaders may draw certain conclusions. Care must be made that our actions do not jeopardize the effectiveness of our outreach.

Cross-gender Relationships Leaders must use caution with cross-gender leader to student relationships. Male leaders should focus on building relationships and serving primarily male students and female leaders primarily to female students. Leaders should not be exchanging communication (phone, text, facebook, email) with students of the opposite gender that is not public (ie: group emails or facebook wall posts). When a student of the opposite gender initiates communication with a leader, a response should be a brief, one-time response, with encouragement to connect to a leader of the same of the gender or HSM staff. Leaders must not enter into a counseling or mentoring relationship with a student of the opposite sex. Also, a leader should *never be alone* with a student of the opposite gender (in a car, outside of church, or even in a room at church). When meeting a group of students of the opposite gender offsite or in a vehicle, there should be another leader of the opposite gender or the groups must be co-ed.

1-on-1 Relationships 1-on-1 relationships must always include students and leaders of the same gender. In these cases, it is important to respect the personal nature of the leader/student relationship. It must be clear that appropriate boundaries are respected and parents have met and are comfortable and aware of every 1-on-1 meeting.

Appropriate Physical Contact Leaders must take care regarding physical contact with students. It is important that leaders recognize how physical contact can be misunderstood and therefore take care to have minimal physical contact, even considering what an appropriate "cross-gender hug" looks like. Also, leaders should be extra careful to not be physically violent while horsing around (male leaders in particular need to consider this, especially during sports and activities).

HSM's Faith and Conduct

(continued)



Driving Students Before driving students, make sure that you have been Blackhawk approved by filling out the Driver's Check Form and providing proof of your current vehicle insurance. Only take as many students as you have seatbelts for and always make sure all students are wearing seatbelts. Do not let loud music or students keep you from driving safely and observing all traffic laws. If you are driving students for any long distances or regularly (not connected to a larger HSM trip/event), make sure that you have spoken to their parents about this and they are okay with you driving their child.

Child Protection Policy Before any Blackhawk leader, parent, or friend is able to serve with Blackhawk High School Ministries, they must be approved through the Blackhawk Church CPP Policy (background reference check). This check must be renewed every three years. Failure to fill out or renew this policy will result in a short break from serving until the proper paperwork is filled out and approved. This is for safety and protection of all students and leaders.

Social Media When using Facebook, Twitter, etc. remember that what you post is public. Remember to be wise and use discernment with everything that you post as what you post will influence students in a negative or a positive way. What you say, what you value, and what you show yourself doing all influences students. Also, remember that what you post is a reflection on Blackhawk Church and HSM. What you post adds or detracts to the reputation of the church and ministry...and ultimately Christ.

Please avoid using Snapshot to communicate privately with any student.

REMEMBER These guidelines are in place as a double-safe measure to protect students from leaders we cannot and should not trust and leaders from false accusations from students or families who are mistaken or intend to benefit through victimizing our leaders and our ministries reputation as a safe ministry to children. As a general rule, if you feel uncomfortable or uneasy, it is almost certain a situation we should avoid. If you have any questions, please contact someone on the HSM staff team.

Flee the evil desires of youth and pursue righteousness, faith, love and peace, along with those who call on the Lord out of a pure heart. 2 Timothy 2:22

For you were once darkness, but now you are light in the Lord. Live as children of light (for the fruit of the light consists of all goodness, righteousness, and truth) and find out what pleases the Lord. Ephesians 5:8-9

Therefore, I urge you, brothers and sisters, in view of God's mercy, to offer your bodies as a living sacrifice, holy

Walking With Christ

Essential Elements of Walking With Christ:

Being Faithful:

Seeking out Christ daily requires one to be faithful. It is impossible to grow in a relationship with Christ if we are not faithful followers. Christ wants faithful followers, not fair-weather fans.

- Reading God's Word
- Fixing our eyes on Jesus
- Being obedient to God's commands
- Being involved in a church and having fellowship with other believers
- Honoring God with our speech and actions in all situations
- Talking with God

Hebrews 12:1-2

Therefore, since we are surrounded by such a great cloud of witnesses, let us throw off everything that hinders and the sin that so easily entangles. And let us run with perseverance the race marked out for us, fixing our eyes on Jesus, the pioneer and perfecter of faith.

Being Available:

As a Christian it is important we are available for God to use us to fulfill his purpose here on earth. We are all "busy", but what matters is what we are busy with. If others are in need of our time, energy, talents, we must make sure we are available to be used by God.

- Free time to meet and fellowship with others (believers and non-believers)
- Available to go above and beyond through service
- Going out and serving God knowing that He is on our side with the help of the Holy Spirit

Luke 11:28

He replied, "Blessed rather are those who hear the word of God and obey it."

Luke 11:28

What, then, shall we say in response to these things? If God is for us, who can be against us?

Your personal walk with Christ is the most important element of you becoming a successful HSM leader. If we want to share about Christ with others, we must be in relationship each and every day with Christ. By filling up ourselves with Christ we are able to pour Christ out to others through our actions and words.

How do you walk with Jesus each day?

Being faithful

Being available

Being teachable

Walking With Christ

Essential Elements of Walking With Christ:

Being Teachable:

In order to be used by God and make an impact on His Kingdom we must be teachable. In order to be teachable we must be humble servants putting others before ourselves and be slow to speak and quick to listen. Learning how to be a successful HSM leader takes time and energy, but the desire to learn and grow is essential.

- Be patient
- Be humble
- Listen to others who are more mature in their faith than yourself
- Pay attention and be a good "student" by looking up to other HSM leaders who have been around for awhile

Ephesians 4:1-3

As a prisoner for the Lord, then, I urge you to live a life worthy of the calling you have received. Be completely humble and gentle; be patient, bearing with one another in love. Make every effort to keep the unity of the Spirit through the bond of peace.

James 1:19

My dear brothers and sisters, take note of this: Everyone should be quick to listen, slow to speak and slow to become angry.

"The knowledge of Christ's love for us should cause us to love Him in such a way that is demonstrated in our attitude, conduct, and commitment to serve God. Spiritual maturity is marked by spiritual knowledge being put into action." - Edward Bedore

Model sincere humility and be appropriately transparent about your life with your students. Sharing our struggles as leaders paints a picture of our faith, desire to cling to Jesus as our only real hope, and gives students a window where they can relate.



The Essentials of High School Ministries

Relational Ministry

Elements of HSM:

HSM Live/Home Group

Mentoring

Servant Team

Trips/Events



What is Relational Ministry?

- Active listening
- Winning the right to be heard
- Understanding and sharing Christ's love for students and fellow leaders
- Demonstrating Christ's love for students and fellow leaders
- Meeting students and identifying with where they are at
- Building a bridge of friendship and trust

Essentials of HSM

- Relationships
- Honesty & Being Real
- Trust
- Proclaiming the Gospel of Grace

The key essentials of HSM are found in relationships. HSM leaders devote their time in ministry to building meaningful and trusting relationships with students. Before anything else, a leader must be willing to spend time and energy pouring into student's lives. Without a relationship, the gospel of Christ cannot be real in their lives.

The goal of a HSM leader is to show the person of Jesus to students. Leaders pay attention to students, seek to understand their perspective and commit themselves to caring for them regardless of the decisions they make concerning faith. Leaders tend to process traits of intentionality, unconditional love, and concern for the well-being of students.

The ultimate and hopeful result is a relationship where students trust their leaders enough to share their lives and discuss what is happening, and to open up to the possibility of becoming a follower of Christ. There is no greater privilege than to help a student make a well informed decision concerning faith in Christ.

The elements provide leaders a way to build relationships and to present Christ in a non-threatening manner.

Program Areas

Seek God's wisdom and words before you prepare for whatever it is you will be doing with students. Allow the Spirit to guide you and be open to the Spirit changing your plans. Who really knows best what your student needs?



HSM Live/Home Group

Structure:

Programming occurs on Wednesday nights from 7:00-9:00 pm. Home Group meets in local homes and includes large group community time and same-gender small groups. HSM Live meets every other month and brings together all the Home Groups. HSM Live includes worship, teaching, laughter, and time in small groups for discussion.

Purpose:

To build community with students' own hometowns with a focus on serving others, experiencing the active word of God, and growing in knowledge of who Christ is and who we are in Him. To create an easy onramp from HSM Live to Home Group for new students, also having an environment where students are intentionally inviting their friends to be a part of the HSM community.

When you do not feel like doing ministry, remember the people in your life that put their interests aside to help you. Serving is the best way to get beyond yourself.



Program Areas

Mentoring

We just cannot ever fall for the trap to assume students have things figured out. We are all working through things, even the top notch student.



Structure:

After being matched by the Mentor Team, mentors meet the mentee's parents within the first month of the new relationship, arrange times to meet with their mentees and fill out a quick update after each meeting.

Purpose:

The purpose is for an adult to come alongside a high school student wherever the student is at on their journey. Each mentoring relationship will be unique, just as each person is unique. A healthy relationship consists of consistent, deliberate and intentional meetings.

Servant Team

Structure: Servant Team will meet once a month in a home where they will focus on building a foundation and biblical basis for Godly leadership. For the other meeting time each month, students will have the opportunity to serve in the community as they work with a local organization.

Purpose:

Servant Team exists to equip, encourage, and empower students to serve Christ through Godly leadership.

Listen before you speak. If the student is not asking you for advice then don't always jump to offer advice. Students will learn best when they come to a conclusion on their own and not something that was forced into their mind.

Trips & Events



Trips and events are an integral part of High School Ministries. Trips and events provide an opportunity for students to get connected to the HSM community, engage with truth and grow in their relationship with Christ and others. They also allow students to get out of their normal routine, in this type of environment students may often share more than they normally would when their guard is down and they are away from the normal distractions of life. Trips and events also provide an opportunity for students to easily invite their friends into the HSM community. This may be that students first connection to HSM or the church.

Here are the trips and events that are happening this school year.

- Badger Games
- Fall Weekend
- Spiritual Retreat
- Study Day
- Snow Camp
- Backpacking Trip
- National Service Trip
- International Missions Trip



Leader Dates

Events/Trips

Badger Home Game Fundraisers: September 10, October 15, November 12

September 7, 6-9 pm: **Leader Kickoff**

October 28-30: Fall Weekend

November 6: Fall Baptism Sunday (come support baptized students!)

December 9-11: Spiritual Retreat

January 16: HSM Study Day

January 21-22: ****Youth Leader Conference/HSM Leader Retreat****

February 17-19: Snow Camp

May 24: Leader Appreciation

TBD: Backpacking Trip

TBD: National Service Trip

TBD: International Missions Trip

****required leader dates**

Program Dates

HSM Live: October 5, December 14, January 11, April 5, May 10

September 14: Home Group Leaders in homes

September 21: First Night in Home Group – students and leaders

HG run weekly September 21 – May 10 from 7-9 pm

No HG – 11/23, 12/21, 12/28, 1/4

Home Group Night Out: 11/2 & 3/1

*HG Leader Meeting at 6:00 pm

*Leader Hangout to follow HSM Live dates

Leadership Team and Contact Info

Staff

Lief Erickson – HSM Director, lerickson@blackhawkchurch.org

Franny Rosing – HSM Associate Director, frosing@blackhawkchurch.org

Jimmy Bero – Associate Director of Fitchburg Student Ministries, jbero@blackhawkchurch.org

Angie Ipsen – HSM Ministry Assistant, aipfen@blackhawkchurch.org

Coaches

Jordan Bell – Home Group Coach, bell.jordanm@gmail.com

Melissa Ernst – Home Group Coach, mernst33@hotmail.com

Tamika Ellefson – Mentoring Coach, ellefson2@charter.net

Paul Staats – Mentoring Coach, staats.paul@gmail.com

Pat Brady – Servant Team Coach, pat@joy-publications.com

Larry Brady – Servant Team Coach, lbrady@chorus.net

Sarah Stevens – Parent Liaison, sarahgs123@tds.net



HSM Leader Covenant

As a community of Christ followers, dedicated to the mission of introducing adolescents to Jesus Christ and helping them grow in their faith, together we commit to these guidelines in order to safeguard our mission and message. Because our own faith and conduct is a powerful influence on the young people we work with, it is important that we strive to live a life worthy of this calling, with the knowledge that we are all broken people and only through God's grace are we able to accomplish the goal of reaching kids for Christ.

Spiritually (2 Peter 3:18)

Vibrant personal faith

1. As a HSM leader, I want to strive towards growth in the grace and knowledge of the Lord and His Word.

Quiet times, church attendance and prayer should be a consistent part of a leader's life in order to promote spiritual growth. We want to be filled with Christ so we may pour out Christ's love to others.

Relationships (Timothy 3:1-4)

Around HSM students

2. As a HSM leader I will not date or have a romantic relationship with anyone who would or could be a student in my ministry circle.
3. As a HSM leader I will avoid any situation where I am alone with a student of the opposite gender.

Leaders are in position of authority over those they are ministering to and as such must understand appropriate boundaries and respect and the trust parents and community has put into this position of leadership. Leaders must understand that younger kids will always look up to them, and may even desire deeper relationships with a leader that may be unhealthy and inappropriate. Leaders who find themselves in significant conversation with a kid of the opposite gender must immediately seek out another member of the opposite gender.

Living with the Opposite Gender

4. As a HSM leader I will not live with someone of the opposite gender (unless a married couple).

The very public nature of being in leadership requires us to be aware that even if someone is not in a romantic or sexual relationship, the chance of actual or perceived inappropriateness requires a unique standard when it comes to housing situations with someone of the opposite gender.

Physical and Moral Purity (Ephesians 5:18, 1 Corinthians 6:12-20)

Sexual Purity

5. As a HSM leader I will not be in sexual relationship with anyone outside of marriage.
6. As a HSM leader I will not view pornography.

Sexual misconduct is a sin that has impacted many in ministry, and every leader must strive to have people surrounding them that will help insure proper and healthy relationships.

Drugs and Alcohol

7. *As a HSM leader I will not consume alcohol unless I am of legal drinking age, and even then will be responsible by being aware of who is watching me, not drink where Blackhawk kids may be present, and understand that drunkenness is not acceptable behavior.*
8. *As a HSM leader I will not possess or consume illegal drugs.*

Drugs and alcohol abuse is not only harmful to the ministry, it is harmful to the health and welfare of the individual and everyone they are in contact with. Our desire is to encourage professional help for those who are addicted to any such substance and be helpful in the recovery process, but must ask that individuals step away from leadership as this healing occurs.

Responsibility (Ephesians 5:15)

Driving

9. *As a HSM leader I will not drive kids unless I have been approved as a driver by Blackhawk. When driving with kids, I will make sure seat belts are worn, one person per seatbelt, and will observe posted speed limits and other traffic laws, including refraining from texting and other distracting behavior.*

Driving with kids is a significant responsibility and leaders must exercise care to stay focused on the task of safe driving as their first priority. No exceptions!

Internet

10. *As a HSM leader I will insure that my Facebook, Twitter, and any other website listing reflects positively on HSM and Blackhawk Church that I represent.*

We must be fully aware of the image portrayed by us through this medium.

As HSM leaders, and because we represent Christ to a community and the world, we need to be responsible with our decisions. If we choose to be leaders, we are also choosing to be viewed, and in turn live up to higher standards. Our behavior reflects the integrity of the ministry. It is necessary to have discipline in this regard when we are working with students in a community.

HSM leaders must inform someone on the HSM staff team if they have questions, concerns, or are unable to fulfill elements of the covenant.

I _____ (print name) agree to abide by these expectations and to be mutually accountable to God, the other HSM volunteers, and the HSM staff to uphold this covenant in Christian community.

_____ (signature) _____ (date)