

Section III

Volunteer Guidelines

Purpose

Empowering women to make affirming choices

Calling to the Ministry

It is imperative that all persons who are volunteers at WCPRC be “called” by the Lord to serve here. A volunteer should not serve out of guilt and/or religious compensation. If a person is called, they will have a passion and will respond obediently to the call. They will also respond positively to training requirements, joyfully abide by all established policies and execute all procedures with a high standard of excellence. They seek to honor the Lord through their volunteer work.

General Volunteer Requirements

- All volunteers are to be evangelical Christians.
- All volunteers must be at least 20 years of age if volunteering during business hours.
- All volunteers must fill out an application.
- All volunteers must sign a Statement of Belief and Faith and a General Volunteer Agreement.
- All volunteers must interview with the Directors.
- All volunteers must submit a copy of driver license and current insurance.
- Post abortion volunteers with high client contact must complete a post abortion class.
- All volunteers must commit to a six-month period of service.

In addition, volunteers must agree to:

- Be on time.
- Adhere to the dress code.
- Know the general workings of the Center.
- Only represent the Center when at the Center or with permission of the Director.
- Consent to a background check.

Client Advocate Requirements

Client Advocates must meet the general volunteer requirements. Client Advocates will receive additional training to equip them to serve in the counseling room. While in the training period, volunteers can do the following:

- Assist clients with the Hope Program.
- Watch client videos.
- Help with general ministry duties.

Post abortive volunteers wishing to become Client Advocates must attend a post abortive class. The volunteer must come to class regularly and be cleared by the leader(s) before becoming a Client Advocate.

Class Leader Requirements

In addition to the general volunteer and Client Advocate requirements, Class Leaders must agree to the following:

- Be dependable, early, and prepared.
- Be willing to have the Directors, staff, or other sit in on classes.
- Work with a partner (same sex if not married).
- Be continually learning more about the subject matter being taught.
- Be willing to fill out appropriate paperwork such as Intake Form, roll sheets, initial Class Form, Privacy Policy Statements, Hope Program Guidelines, and Hunger Ministry Forms.
- Be responsible for distributing coupons at the end of classes.
- Ensure that each client completes an Exit Survey.
- Maintaining the clients' files by charting class participation and any changes in personal information.

Male Volunteers

Men are vital to the PRC ministry and can be a model of Christ in many ways. Some of the important roles of men include:

- An encourager to staff, volunteers, and clients.
- A model of God's plan for marriage and family (particularly when serving with their wives).
- A godly model of a father.
- A friend to male and female clients.
- A model of substitutionary repentance for other men who have hurt clients.

In addition to the general volunteer requirements, the following guidelines apply for men:

- Male volunteers must not minister to children without a female volunteer present.
- Male volunteers must not minister to female clients without a female volunteer present.
- There must never be only one female volunteer/staff member and one male volunteer/staff member in the Center. There must be at least three volunteers of a mixed gender group.

Placement

Many opportunities exist in the PRC for service. The volunteer and Directors will work together to find the right job(s) for the volunteer.

During the first six months of service, the new volunteer and staff should be watchful for areas to which the Lord may be leading them for ministry. Occasionally, a volunteer will offer to serve in one capacity, when the Lord may have another ministry in mind.

Trial Period/Annual Review

Client advocates will receive a performance review at least annually by a Director. If there are areas of weakness, a period of retraining will be implemented. If after a period of retraining takes place the weakness continues, the Directors may re-assign the volunteer to another area of service.

