

GFC's Jr. High Group Work Program Guidelines

Thank you for showing an interest in our Jr. High Work Program. As a Jr. High student you are eligible to work off a portion of Jr. High events, camps, retreats, and conferences. This program was established in order to give students another resource, aside from fundraising and scholarships, to gain money towards Jr. High functions.

It is the Jr. High departments desire that all students would be able to partake in all functions without the "lack of finances" being a cause to not participate. The Jr. High Work Program was created because of generous donations made by families in our community and in our church. Our ministry has set aside a portion of funds, which students have access to through this church Work Program. Please read below for specific details.

Work Program Details

- How much money can a student earn?
 - \$40 – for camps, retreats, and conferences
 - \$16 – for monthly events (Christmas Party, Wild Rivers, Etc...)
 - Jr. High Ministries will pay students \$8 an hour for work inside our outside of the church.
- How do students sign up for the Work Program?
 - Students must submit the completed Work Program Form - attached.
 - Jr. High Ministries will contact students to confirm that the form was submitted.
- Can students work outside of GFC?
 - YES, students don't have to work at church to earn their money (we actually encourage that they work outside of GFC). They can work for friends, family, or other church members.
 - The Jr. High Work Program Fund will pay for their hours of work as long as a Completion of Work Form is completed and submitted. This form is page three of this document.
 -
- How often can students participate in the Jr. High Work Program?
 - Students may participate in this program once per function.
 - Students must fill out a new form for each function.
- What exactly will students being doing for "work".
 - At GFC students will do anything from vacuuming to mailing fliers.
 - If working outside church students will do anything a family asks of them.



GFC's Jr. High Group Work Program Form

Function Name: _____ Dates: _____

STUDENT'S NAME: _____ Parent or Guardian's Name(s): _____

Street Address: _____

City: _____ State: _____ Zip: _____

Home Phone: () _____ Cell Phone: () _____

Email Address: _____

Fill Out if Working Outside of GFC:

If student is completing their work outside of GFC's building please make sure the family they're working for completes the Completion of Work Form, which is attached. Have this form submitted to the Jr. High Offices as soon as work is completed.

Name of the family you'll be working for: _____

Families Contact Information: _____

Number of Hours You'll Work: _____ Days You Plan on Working: _____

Fill Out If Working At GFC:

Number of hours you'd like to work: _____

Days You're Available: _____

Hours You're Available: _____

Request to participate in the Work Program will be denied if your form is not completely filled out.

Please sign and submit form to Jr. High Ministries

Signature of Parent or Guardian (required)



**GFC's Jr. High Group
Completion of Work Form**

(Please have this form completed by the person you worked for)

Student's Name Who Worked For You: _____

Name of Event Student Is Making Money For: _____

Number Of Hours Student Worked: _____

Give a brief description of the work the student completed: _____

In your opinion did the student earn their \$8 an hour & why:

Please remember that students will be getting paid from the Grace Fellowship Church Jr. High Work Program Fund. It is not your responsibility to pay them; however, if you'd like to give them additional money towards their function please mail it to our office:

Grace Fellowship Church
Attention: Jr. High Ministries
3170 Redhill Ave.
Costa Mesa CA 92626

Once this form is completed students will be credited the necessary amount for the function they are raising money for.

It is our desire to be accountable to our Lord and be good stewards of the resources He entrusted to us. We ask you to please sign this form stating that the information you gave above is accurate and that the student whole-heartedly completed their work commitment.

Signature: _____

Date: _____