



## YouthMETRO Traineeship (2024) Church Session Information

### YOUTHMETRO TRAINEESHIP

Thank you for supporting the application of a YouthMETRO Trainee.

YouthMETRO is a one-year part-time traineeship focused on preparing and growing youth leaders in local churches. It aims to prepare Trainees to be, think and serve like Jesus, with a specific focus on doing this with and to youth or children.

The METRO Committee has undertaken to assist and partner with churches in their investment in training their young people for Gospel ministry through YouthMETRO.

The METRO Committee looks forward to working with you throughout this application process, and if successful, over the next year as we partner with you to glorify the one true God by training others to make him known, who then train others to do the same.

For more detailed information about the traineeship, please refer to the document [YouthMETRO Traineeship Information](#).

### KEY DOCUMENTS FOR CHURCHES

- [METRO Child Safety Manual](#)
- [YouthMETRO Traineeship Information](#)
- [YouthMETRO Parental/Guardian Information](#) (so Session is aware of what parents know)
- [YouthMETRO Session Information](#) (This document!)

### METRO CHILD SAFETY MANUAL

It is important Session has read the [METRO Child Safety Manual](#) (regardless of the age of the applying trainee/s).

Churches with trainee/s under the age of 18 (for some or all of the traineeship) should note the extra policies and procedures that are in place, especially for one-to-one meetings.

Below is an extract from the manual highlighting the Session & METRO Responsibilities.

## **SESSION AND METRO RESPONSIBILITIES**

METRO traineeships are a partnership between the METRO Committee and local churches.

METRO, on behalf of the PCV Assembly, facilitates the availability of the program by providing the process of coming into the program, the framework & training materials. There are three different kinds of traineeships: METRO, Equip and YouthMETRO.

### **Responsibilities - Under 18 years of age Trainees**

YouthMETRO is a one-year traineeship focused on preparing and growing youth leaders in local churches. As well as accepting young adults 18 years and older, YouthMETRO accepts trainees who are aged 16-17 years of age, in the year of their traineeship. People who are aged 16-17 years of age cannot undertake METRO or EquipMETRO traineeships.

METRO are responsible for the safety of Trainees under 18 at:

- Orientation
- Graduation
- YouthMETRO Summer Intensive
- MTS Challenge

METRO is not responsible for the safety of Trainees under 18 years of age whilst the Trainees are in the local church setting and ministries. METRO are not responsible for the safety of trainees under 18 years of age in the one-to-one mentoring between the trainee and Trainer or any one-to-one ministries or activities undertaken as part of the Traineeship in the local church.

Applicants who are aged 16-17 years of age must, in addition to applying to METRO directly, also complete the Safe Church Volunteer Approval Process via the Safe Church Representative in their church. Session is also responsible to notify METRO once the Safe Church Unit approval to work with children notification email is received.

### **Responsibilities - Adult Trainees and Trainers**

Sessions are responsible to ensure that all METRO Trainers and Trainees have completed the Safe Church Volunteer Approval Process via the Safe Church Representative in their church. Session is also responsible to notify METRO once the Safe Church Unit approval to work with children notification email is received.

Local church Sessions are responsible for the Trainer, the Trainees (both those who are adults and those who are under 18 years of age in YouthMETRO), child safe practices of the trainee/Trainer, their ministries, one-to-one meetings, and other ministries and activities within their church.

METRO cannot be responsible for the one-to-one mentoring and activities or ministries, as these occur within the local church context and METRO are unable to provide oversight and supervision.

**The local church Session is aware of and will comply with:**

- The requirements for a YouthMETRO Trainee.
- The PCV's "Safe Church" Policy, Procedures and Program and "Working with Children Check" requirements, including but not limited to, as the YouthMETRO Trainee works with children under 18.
- The responsibilities of the Session as outlined above.

If a parent/guardian has any concerns about Session's choice of trainer for their child, they are to contact Session before the traineeship commences. Please ensure METRO are notified of any concerns by the parent/guardian.

## **TRAINER**

Each trainee must have a trainer of the same gender who meets regularly (weekly or fortnightly) with them one-to-one, especially to discuss personal godliness. If there are multiple trainees from one church, theory content may be taught as a group (potentially by a different METRO approved trainer who may be of the opposite gender), but there must still be one-to-one regular meet ups for each trainee/trainer with their assigned trainer.

## **FINANCIAL CONTRIBUTION**

METRO asks that churches contribute a nominal amount of \$400 towards the training of each YouthMETRO trainee serving in their church. Churches with successful traineeship applications will be contacted regarding this payment process.

Funds will be used to subsidise the provision of training materials, books, and trainees' attendance at the YouthMETRO Summer Intensive, Engage Leader's Conference and MTS Challenge.

## **APPLICATION FORMS DUE BY OCTOBER 15TH, 2023**

1. **[Trainer Form](#)**
  - a. *All trainers must complete this form*
2. **[Trainee \(Over 18\) Form](#)** (for trainees over the age of 18 when applying)  
OR  
**[Trainee \(Under 18\) Form](#)** (for trainees under the age of 18 when applying)
3. **Parent/Guardian Consent Form** (This link will be sent directly to the parent of 16-17yo trainees, after the trainee has applied)
4. **[Church Form](#)** (Minister or Session Clerk to complete)
5. **Session Minutes Extract** to be emailed to [pcvmetro@gmail.com](mailto:pcvmetro@gmail.com)

## SESSION/BOARD APPROVAL

METRO requires an extract from a Session meeting confirming the commitment of funding and appointment of a YouthMETRO Trainee and appointment of their trainer.

If the Session and Congregation support this application, below is a suggested format to ensure all necessary details are included.

Suggested Session Minutes Format
<p>The "Church Name" Session supports the application of "Name" as YouthMETRO Trainee and "Name" as his/her Trainer for 2024.</p> <p>The Session and Board accept the financial contribution of \$400 to METRO to subsidise the provision of training materials, books and the trainees' attendance at camps and events.</p> <p>Session understands the role of METRO and agrees to uphold the Session responsibilities outlined below [this statement must be agreed to in full]:</p> <p>"METRO traineeships are a partnership between the METRO Committee and local churches. METRO, on behalf of the PCV Assembly, facilitates the availability of the program by providing the process of coming into the program, the framework &amp; training materials. METRO are responsible for the safety of trainees under 18 years of age at Graduation, Orientation, YouthMETRO Summer Intensive and MTS Challenge. Local church Sessions are responsible for the trainer, the trainee, child safe practices of the trainee/trainer, their ministries, one-to-one meetings, and other activities within their church. METRO cannot be responsible for the ministries that occur within the local church context, including one-to-one meetings."</p> <p>Session has read and agrees to follow the additional child safety policies &amp; procedures outlined in the METRO Child Safety Manual, in addition to PCV Safe Church Policy, Procedure &amp; Practice Manual, and wise practices.</p> <p>Session will notify METRO of any concerns they, the trainee or parent/guardian have expressed regarding a trainer both before and during the traineeship.</p> <p>Session understands that the METRO committee has the authority, after consultation with the local church Session to cease, pause or extend any traineeship.</p>

## QUESTIONS

Any questions about the traineeship, please contact the METRO Secretary Clinton Le Page at [ClintonLePage@bpc.org.au](mailto:ClintonLePage@bpc.org.au) or 0419 517 323 or METRO Admin Assistant Maddy at [pcvmetro@gmail.com](mailto:pcvmetro@gmail.com)