
RISK MANAGEMENT

There is no such thing as a risk-free situation. However, we are challenged to minimize the risks in any given situation both for the person acting in the name of the organization and the person being served.

Risk Management: a mechanism to help prevent church or organization problems, avoid harm and ensure that goals are being met.

PRINCIPLES OF RISK MANAGEMENT

The principles of risk management are straightforward:

- Identify the risk
- Evaluate the risk
- Manage the risk

GUIDELINES OF RISK MANAGEMENT

Using these guidelines helps ensure that you are following the usual standard of care for programs of this nature. This maximizes the strengths of the ministry offered and minimizes the liabilities for all concerned.

1. Designate a staff person to supervise the overall program
2. Write a mission statement for the program
3. Write position descriptions for the volunteer, leaders and supervisors
4. Write expectations that clarify the roles and responsibilities of the organization
5. Conduct a volunteer interview process based on the mission statement and position description for the ministry.
 - A. It is becoming standard operating procedure to ask for
 1. Three references
 2. Driver's License Check
 3. Criminal Record Check
 4. Background check — required by some states for individuals who work with vulnerable adults or with children.

GUIDELINES OF RISK MANAGEMENT— CONTINUED

6. Share the parameters of the volunteer relationship as well as program requirements for training and ongoing supervision with candidates
7. Check with your organization's attorney regarding their interpretation of the laws of mandatory reporting of suspected abuse of children or vulnerable adults
8. All volunteers participate in Kin Ministry volunteer training
9. Schedule one gathering per month to supervise and support volunteers in their ministry
10. Provide continuing education opportunities for volunteers, leaders, and staff
11. Evaluate program effectiveness

BACKGROUND CHECKS

Each state has different laws and requirements regarding background checks for those who work with vulnerable adults or with children. Consult with your organization for policy in this area.

If you do any checks, it will be necessary to obtain a signed and notarized consent form from the individual.

Be consistent with whatever policy you adopt.

As an example:

South Dakota ELCA Synod uses First Advantage Enterprise Screening Corporation to conduct their background checks

<https://employment.fadv.com/pub/>

It typically costs between \$75-\$80 to run a background check

NOTE

Kin Ministry expects all individuals, who will be with a vulnerable person as a part of this ministry, participate in volunteer training and pass a background check.