

Longview Community Church Youth Ministry Job Board

**CUSTOMER PARTICIPATION FORM**

Date: \_\_\_\_\_

Job Board Customer Name(s): \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Address of the Job: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

I do have home owners/renter's liability insurance

Description of Job: \_\_\_\_\_

---

**SEE REVERSE FOR ADDITIONAL INFORMATION AND REQUIRED SIGNATURE**

Paperwork Procedure:

- Please contact the JB coordinators with at least 72 hours notice. We will do our best to confirm the job within 24 hours. (Email: [jobboard@longviewcommunitychurch.org](mailto:jobboard@longviewcommunitychurch.org))
- Receive a JB Packet from the student (JB Job Form and a self-addressed stamped envelope)
- Make checks payable to: Longview Community Church, memo line: "Job Board / (student's name)"
- Complete the JB Job Form and mail it with your check to LVCC in the provided self-addressed stamped envelope *within one week of the Job* (or bring it to the church office during office hours). Office address is: 2323 Washington Way, Longview, WA 98632, 360-423-6380.
- If there were any troubles with the job or student, please contact the Job Board coordinators immediately.

OFFICE USE: Date Received: \_\_\_\_\_ Admin. Update: \_\_\_\_\_

This JOB BOARD service is intended to help Longview Community Church friends and their acquaintances raise money for Youth Ministry Events.

- We believe in Safety first!
  - JB guardians must make the initial phone contact to JB customers.
  - Boundaries:
    - We train our students to be sensitive to not being alone with adults and using their best judgment to stay in a good “comfort zone.” Customers should honor good boundaries and strive to make all interactions with students positive and appropriate.
  - Physical safety:
    - No ladder work, rooftop work, no heights above 6 feet.
    - Please be appropriate regarding heavy lifting or other strenuous work
    - Perform an inspection of the worksite to ensure safety and remove any hazards
    - Limit work with power tools (no chain saws, etc.), up to parents’ discretion
    - Students are responsible for their own transportation
    - In the event of a medical emergency, please call 911 (when appropriate) and also the student’s emergency contact information
  - Appropriate activities/jobs:
    - Babysitting (we require our babysitters to be certified)
    - Yard work (mowing lawn, clipping bushes, leaves, trash, etc.)
    - House cleaning
    - Special event support (serving at a food event, help for a party, etc.)
    - Other tasks to be agreed upon with parent and student
  - Liability Issues:
    - Customers must stay on premises during the job (expect for babysitting)
    - JB students and parents have signed a participation form and accept responsibility for any damages or injuries that may result from on a Job
    - Customers must sign this Customer Participation Form and release both the student and their legal guardians and Longview Community Church for any injuries or damages that may occur on the Customers’ property
    - Customers must carry home owners/renter’s liability insurance
- Thank you for your support
  - All Job Board funds go to support the individual student’s participation in Longview Community Church Youth Ministry events. The student does not receive your payment (see instructions above).
  - REMINDER: Please contact the JB coordinators with at least 72 hours’ notice. We will do our best to confirm the job within 24 hours. ([jobboard@longviewcommunitychurch.org](mailto:jobboard@longviewcommunitychurch.org))
  - REMINDER: A MINIMUM of TWO HOURS of WORK
  - REMINDER: Suggested minimum donation - \$10 per hour. (Job Board income that exceeds student expenses will benefit the scholarship fund)
  - REMINDER: Customer must provide their own equipment

I understand the expectations listed above and agree to abide by them. I also understand that these jobs will be performed by students and not professionals, so I will have appropriate expectations regarding necessary instructions and quality of work. I specifically release Job Boards students, their legal guardians, and Longview Community Church from any and all liability for property damage and/or personal injury resulting from any Job Board assignments. I look forward to supporting the Job Board, getting to know the students, and having some quality work done!

---

Signed

---

Date