



Clubs

Adult Supervisor Guidelines

Updated April 2012

Dear Adult Supervisors,

First of all, I want to thank you for all that you have done and continue to do for our GenJ clubs across America. Without your tireless sacrifice and initiative to start and maintain our clubs we would not have a clubs program at all. You are the pillars of our GenJ clubs community.

This document is our attempt to provide some important guidelines for adult-student interactions. Most of these principles are fairly obvious and straightforward, so hopefully I will not be breaking new ground with any of these. The GenJ Clubs Program is meant to stretch across America and be open to any student who is interested. This means that occasionally there may be culture shocks in your club, but we hope that with a little forethought these potential culture clashes can be avoided and instead serve as learning opportunities for your students.

Thank you for your time and sacrifices.

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Leader / Student Interaction

Same-Gender Counseling

Situations may arise when a certain level of counseling may be needed to remedy a situation. If at all possible, counseling should be done by an adult who is the same gender as the student who needs the counseling, or the leader should wait until the student's parents arrive.

Principle of “2-by-2” Leadership

Two adults should always be present at all GenJ activities. This leaves a second adult available to monitor the students should one of the adult leaders at a GenJ event have to leave the area for any reason. Older students should not be left in charge without an adult leader present.

This is a very important rule to follow especially if a student needs to be counseled. An adult should never be alone with a student. If you must speak privately with a student, another adult must be present.

If it is an urgent matter and another adult is not present (we always recommend the principle of “2-by-2” leadership), it is permissible to follow the “**Rule of 3.**” This is where an adult and two students are speaking together privately.

Following these common-sense rules will demonstrate to the students and adults in your club that you want to maintain the highest degree of integrity in all aspects of your club.

Respect Privacy

Respect for the privacy of your students should be given the utmost consideration; do not pry into a student's private life if you can help

it. However, often young people will want to share some of their private life with an adult they trust. Respect their privacy while considering their safety. If they need counseling, we recommend Focus on the Family since they have a 24-hour counseling line (1-800-A-FAMILY (232-6459)). If the child is in imminent danger, you should talk to their parents or contact the proper authorities.

Older Student with Younger Student

Older students may occasionally be recruited to assist adult leaders. Although the older students are close in age to the other GenJ members and are most likely friends with them, they should never go off alone with younger members.

No Touching

In order to maintain the highest standards of integrity, please avoid physical contact with the students in your club. Obviously, under no circumstances should you physically discipline a club member, but an adult leader must also be cautious in other forms of touching as well, be it in comforting or in having fun.

Separate Accommodations

Whenever official GenJ activities require students and adults to spend the night somewhere (this should only occur with the Student Action Teams or Camps), separate accommodations should be arranged for male and females, and students and adults. **Students may never share a room with an adult to whom they are not related.** The only form of co-ed room sharing that can occur is between family members when a parent is present. Additionally, adults should only enter a student's room of the opposite gender in case of a medical emergency. In normal instances, only an adult of the same gender as the students in the room should enter the room.

Appropriate Discipline

If a student is acting inappropriately at a club or Student Action Team event and needs immediate attention, take the student aside to talk to him. Remember to always be visible to others; you can be off to the side of a room and still carry on a private conversation. Adult supervisors are not allowed under any circumstances to participate in corporal punishment of GenJ students. It is never appropriate for an unrelated adult to physically discipline a disruptive club member.

Make sure that all counseling follows the principle of “2-by-2” leadership or the **Rule of 3** as discussed previously.

Appropriate Attire

Definitions abound as to what is modest and what is not. Some consider skirts to the ankles the only appropriate dress for girls, while others firmly believe that shorts are fine. GenJ requests that a certain level of modesty be displayed by all involved in a GenJ program. To a certain extent, adult supervisors will have to decide on club standards of modesty, but they should not impose any personal convictions on GenJ club members. If there is a modesty issue, an adult leader of the same gender should address the problem.

Interactions with other Parents

This can be one of the trickiest parts of being a leader of a club. Keep in mind that every student in the club has at least one interested parent with whom you must keep open communication. If a parent is being pushy, don't push back if you can help it. Remember that a soft answer turns away strife.

Follow Scripture

Always operate your club interactions in line with Scripture. Use it as a guidebook in personal relations in your club.

Ephesians 5:1-3 – “Be imitators of God, therefore, as dearly loved children and live a life of love, just as Christ loved us and gave himself up for us as a fragrant offering and sacrifice to God. But among you there must not be even a hint of sexual immorality, or of any kind of impurity, or of greed, because these are improper for God's holy people.”