

To: Young Life U.S. Staff and Volunteers in all roles
From: Young Life Risk Management
Date: March 2025
Subj: Compliance Requirements to Continue Serving and Accessing YL Connect

To ensure the safety and integrity of our ministry, all U.S. Young Life staff, volunteers, committee members, and committee chairs must complete specific courses. These requirements are essential to continue serving with Young Life and to maintain access to necessary tools in YL Connect. **Failure to complete the required courses and background checks will result in restricted access to Young Life systems and ineligibility to work with kids.** Please review the requirements below to ensure you are compliant and able to serve with Young Life.

What courses must I complete?

U.S. Young Life staff, volunteer leaders, and camp volunteers must complete the following by the assigned due date:

1. Criminal Background Check
2. Faith and Conduct Acknowledgement
3. Confidentiality Agreement
4. Child Safety training course
5. California/Pennsylvania required fingerprinting if serving in these states

U.S. volunteer committee chairs and members must complete the following by the assigned due date:

1. Criminal Background Check
2. Confidentiality Agreement
3. Child Safety Training Course
4. Faith and Conduct Acknowledgment (required only for Committee Chairs)

What happens if courses are not completed?

Staff and volunteers who do not complete the required training by the due date will:

1. **Have their status set to "expired,"** triggering an email notification to them and their supervising office (responsible party).
2. **Be ineligible to work with students.**
3. **For staff,** after **30 days,** access to key tools—including Core Ministry Counts (CMC), Camp Trip Management, donor data, and kid data—will be limited. Mission Services and camping staff will also experience restricted access. Staff will continue to be redirected to the course dashboard until all trainings are completed. Once courses are completed and screenings are resolved, access will be restored.
4. **For volunteers,** after **45 days,** volunteers will be removed from their mission unit's volunteer roster. They will lose access to Young Life's single sign-on systems and will no longer be counted as an active volunteer.

To maintain access and continue serving, **complete all required screenings on the course dashboard as soon as possible.**