

FAIRFIELD COUNTY JAIL MINISTRY ORGANIZATION REQUIREMENTS

Organizations that desire to do ministry at the Fairfield County Jail should review the following information in order to begin the process of submitting their application for jail ministry.

The following elements are required in all ministry opportunities:

1. Music may be provided – live music such as guitar or CD's/DVD's (there is not always a CD Player/TV/DVD available, you may need to bring your own). All instrument cases and bags are subject to search and may be denied entrance to the jail facilities. Bringing an entire band is not permitted except on a case-by-case basis and must be approved in advance by the chaplain who will seek approval from the jail administrator.
2. All Bible Studies should be interactive in nature so as to allow inmates to participate.
3. Prayer request opportunities should be provided for inmates at some point in the session.
4. The leaders of the session should know how to run and control a meeting. We never want to allow arguments over the Bible. The leader should be able to guide and lead all participants so as to avoid arguments and conflict that could lead to fights. All members of your team will be required to participate in a first time training session prior to being permitted into the jail. Additionally, each team member **MUST** wear an ID badge that will be provided by the jail. If they do not have the badge, they may be denied entrance to the jail.
5. Each member of your team must agree to and attend an annual follow-up training session on a day and time determined by the chaplain. Team members who do not attend the training sessions may be denied entrance to the jail until they have attended a session.
6. Your team must complete and submit all required statistical information about your meeting to the chaplain. Statistical information about your meeting must be submitted the same week the meeting took place.
7. This is important work. Once started, inmates depend on you to be there. They look forward to the ministry opportunities they are provided and will attend regularly. **If your organization has repeated “no shows” for your day/time slot, you could lose that slot to another organization. Three “no shows” in a six month period will result in a risk of losing your day/time slot.** It is very important that you have support in your organization prior to starting this opportunity. This will ensure that your team members do not call off. This is another reason to have backup people who are committed to attend if someone has an emergency. We want at least two people on each day/time slot given.
8. These guidelines and conditions may change at any time and by the sole discretion of the Sheriff and/or Jail Administrator.

You should contact the chaplain (www.fairfieldcountyjailministries.org/contact-us) to determine what opportunities are currently available at the jail. If opportunities are available you will be instructed to compile the following information into a ministry proposal. Your application will be reviewed by the

chaplain and the jail ministry committee prior to the approval of your organization's participation at the jail.

1. State your area of interest (or availability as indicated by the chaplain).
2. Provide a complete background of your organization which should include a brief description of each of your primary ministry leaders and statement of beliefs. You may also include any media information such as websites that tell of your organization. PLEASE PROVIDE ALL INFORMATION IN A PRINTED FORMAT. Your organization's application will not be reviewed or approved if all information is not presented in a printed format.
3. State why your organization desires to do jail ministry. This should be a detailed and complete description of your desires and intentions.
4. There are currently three jail facilities. You will be assigned a facility and a day(s)/time of the week on which to do ministry. Your organization will be required to maintain an ample number of volunteers to maintain your assigned day/time slot. Additionally, you should provide an ample number of "backup" volunteers to ensure that you do not encounter a "no show" situation. The jail administrator will determine if you have requested an excessive number of volunteers to meet the need for your day/time slot. You may be required to limit the number of volunteers for your day/time slot. Limiting the number of team members has two benefits: 1. It maintains security at the jail and 2. Allows your organization to build relationships with inmates which helps to ensure their success at receiving the life-changing message you are bringing. Provide complete volunteer questionnaires for each of the members of your organization that desire to participate. The volunteer questionnaire can be found at the following link:
www.fairfieldcountyjailministries.org/volunteer-requirements-questionnaire