

Here's how a **local Global Methodist Church (within the Northeast Conference)** can access, register for, and begin using MinistrySafe:

1. Understand the Partnership & Benefits

- The **Global Methodist Church (GMC)** provides **full membership access** to MinistrySafe **at no cost** for all GMC-affiliated local churches. That means your congregation doesn't pay the membership fee or training fees.
- Your only cost may be for **background checks**, which are offered at **significantly discounted rates** thanks to the GMC discount arrangements.

MinistrySafe's five-part safety system includes:

1. Awareness training (video modules/quizzes)
2. Sample policies & procedures
3. Screening techniques, applications, interview/reference forms
4. Discounted background checking options
5. Monitoring & oversight dashboard (church control panel)



2. Register Your Local Church

1. Go to the **MinistrySafe GMC sign-up portal** at: www.ministrysafe.com/gmc
2. Click **"Become a MinistrySafe Member."**
3. **Complete the online form:** this includes ministry information and contact details.
4. **Enter the GMC discount code, "GMC2025"** (this unlocks full membership at no church cost).

As soon as your church is registered with that code, you immediately have access to all resources.



3. Set Up Your Church Dashboard & Roles

- Once registered, you'll receive access to the **MinistrySafe Control Panel**, which lets church leaders track training status and background checks for each volunteer or staff member.
- Identify one or more **administrators** (e.g., your Business Administrator, Children's Ministry Coordinator, or Youth Director) to manage the dashboard.



4. Launch Training & Background Checks

- Assign **awareness training modules** (online video + quiz) to employees or volunteers who serve children, youth, or vulnerable adults. Certification is typically valid for **two years** depending on conference guidance.
- Use the dashboard to **order background checks** via MinistrySafe. Your church pays a **discounted fee** per check (e.g., ~\$26–35 depending on time-frame selected, e.g. 7-year or lifetime).
- Upload or customize **policies and procedures** as needed for your local ministries using the sample templates provided.



5. Monitor & Sustain Oversight

- Use the **MinistrySafe portal** to monitor each person's progress through training, screening, and onboarding.
- Administrators can generate reports, track recertification needs, and ensure compliance with GMC standards.
- Background checks are repeatable as needed—certification and screening are tracked centrally in the system.



At-a-Glance Checklist

Step	Action
1	Visit ministrysafe.com/gmc and select “Become a MinistrySafe Member”
2	Complete the registration form for your church
3	Enter the GMC discount code (GMC2025)
4	Assign church administrators to manage the dashboard
5	Assign awareness training to all applicable volunteers/staff
6	Order background checks through the system at discounted rates
7	Monitor via dashboard, maintain records, and prompt recertification



Notes for Northeast Conference Local Churches

- The Northeast Annual Conference (covering states from Maine to Maryland, parts of Pennsylvania and beyond) is fully subscribed to the GMC’s MinistrySafe partnership and **strongly encourages** every church to enroll.
- The process is the same regardless of church size or ministry scope—anyone working with children, youth, or vulnerable adults should complete training and background checks.



Need Help?

- If your church encounters registration issues, reach out to the [Northeast Conference office](#) or your Conference Administrator for support.
- You can also direct questions to MinistrySafe support (contact info is on the sign-up portal).
- Confer with other GMC churches in the Northeast that have already completed the process—many share helpful internal steps for onboarding.

By following these steps, your local Global Methodist Church within the Northeast Conference can **seamlessly access, register for, and begin using MinistrySafe**, enhancing safety and compliance in ministry.