

DIOCESE OF CHARLOTTETOWN

Lay Pastoral Visitor

Overview

Lay Pastoral Visitor makes regularly scheduled visits to assigned parishioners. He/she may be commissioned as Extraordinary Ministers of Communion or offer pastoral care visitation in homes or health care institutions.

Activities/Responsibilities

- Visits persons at the request of the Pastor/Lay Pastoral Visitor Coordinator.
- Must always work **in pairs or in a group**.
- Keeps a record of all visits and reports concerns.
- Contacts the parishioners to arrange a convenient time and date for the visit.
- Prepares all necessary items: prayer cards, pyx, Holy Eucharist, bulletin news.
- Takes time to pray in preparation for a meaningful visit.
- May be asked to conduct a brief prayer service/communion service for visited.
- Observes **confidentiality** with private matters of those who are visited.

Skills, Experience and Personal Qualities

- Is a fully initiated adult member of the Catholic Church in good standing.
- Is a skilled and compassionate listener and shows respect to others.
- Has participated in a training process that reflects on Visitation and Eucharist.
- In cases of emergency, knows contacts and/or procedures.
- Wishes to serve the community and to commit time and talents to this ministry.
- Respectful attitude toward persons visited and maintains strict confidentiality.
- Respects privacy and dignity of parishioners; comfortable with sadness and tears.
- Is comfortable dealing with elderly, infirm, or disabled people.
- Is friendly, patient and has good relationship skills.
- Is comfortable with accountability; sensitive to the observance of boundaries.

Screening Recommendations

This is a **High Risk** position, needing completion of a Volunteer Information Form, an interview with personal reference checks and a Vulnerable Sector Criminal Record Check

This ministry position description generally reflects the Ministry of Lay Pastoral Visitor currently practiced at _____ Parish.

Parish Volunteer Screening Committee

Pastor

Date

Adaptation by the Diocese of Charlottetown May, 2010