

# DIOCESE OF CHARLOTTETOWN

## Religious Education Catechist

### Overview

Under the direction of the Religious Education Coordinator, the Catechist shares in and helps carry out the catechetical mission of the church. In an organized way, the Catechist passes on the Word of God to children/youth through instruction and as a living witness of the faith.

### Activities/Responsibilities

- Assists and collaborates with the Religious Education Coordinator.
- Has adequate knowledgeable to prepare and teach lessons from the agreed curriculum.
- Demonstrates some skill in presenting at a variety of learning levels.
- Keeps accurate records of students' attendance and is available to parents.
- Is available for meetings and training and supportive of children's liturgical activities.
- Shares the faith comfortably and seeks support, when necessary
- Supervises any volunteer assistants that may be present and ensures at least **two adult volunteers** are present at all times during the class.

### Skills, Experience and Personal Qualities

- Is a fully initiated adult member of the Catholic Church in good standing.
- Must be registered with the parish at least 2 years or recommended by former parish.
- Possess a good knowledge of the teachings of the Catholic Church.
- Can relate effectively with others, especially children, youth and their families.
- Has good presentation skills, comfortable to facilitate meetings and work as a team.
- In cases of emergency, knows contacts and/or procedures.
- Needs to be a person of prayer and have a helpful, supportive and respectful attitude.
- Is comfortable with accountability; sensitive to the observance of proper boundaries.
- Honest, dependable and can maintain strict confidentiality.

### Screening Recommendations

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

**This ministry position description generally reflects the Ministry of Religious Education Catechist currently practiced at \_\_\_\_\_ Parish.**

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Parish Volunteer Screening Committee

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Pastor

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Date

*Adaptation by the Diocese of Charlottetown May, 2010*