



Diocese of Westminster

SAFEGUARDING SERVICE

- Role:** Parish Catechist (Children and Young People)
- Responsible to:** The Parish Priest, his Delegate or leader for that group
- Aim:** To work with those responsible in the Parish for the Preparation of candidates for the sacraments. To offer Religious education for children without access to a Roman Catholic School.

Main Responsibilities:

- (a) To work with others in planning of relevant parish programmes.
- (b) To participate in meetings with parents of young candidates for the reception of sacraments or in the courses of religious education.
- (c) To work closely with other catechists in the teaching of programmes for sacramental preparation or religious education.
- (d) To contribute to the catechists evaluation meetings.
- (e) To assist in planning and running relevant retreats, 'away-days' or days of reflection for young candidates.
- (f) To attend and assist in planning relevant liturgies which form an integral part of the programme concerned.
- (g) To work together to ensure that all catechists work is conducted in accordance with the nationally agreed Safeguarding Procedures.
- (h) To monitor good practice and implement changes where necessary to enhance both the quality of the catechists and the safety of children.

Person Specification

- (a) The ability to relate with ease to children, young adults and adults, and enjoy working with children and young adults.
- (b) Commitment to the essential teachings of the Roman Catholic Church, and the ethos of the parish.
- (c) Commitment to the spiritual and moral development of the children, young adults and adults with whom the catechist will work.
- (d) A willingness to undertake training and to attend suitable in-service training from time to time.
- (e) A readiness to work collaboratively within the Parish and to be part of Deanery/Diocesan catechist's networks.
- (f) A commitment to the Ministry entered upon, and the ability to enjoy it.
- (g) All volunteers responsible for a group must be over 18 years of age.

Protection of Children and Adults at Risk:

- (a) To familiarise themselves with National Safeguarding Policies.
- (b) To refer any concerns about a child or adult at risk to the Safeguarding Representative in the Parish.
- (c) To be willing to participate in basic safeguarding training.