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Safeguarding Office

**Role: Parish Catechist -Children and Young People**

*(This role is subject to an enhanced DBS with a check against the child workforce with barred list. This role should not be taken up until the volunteer has completed the DBS process and has been formally appointed.)*

**Responsible to:** The Parish Priest or his Delegate or leader for the group.

**Aim**: To work with those responsible in the Parish for the preparation of candidates for the sacraments. To offer religious education for children

**Purpose: Age range:** Up to 18 years

**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 maintain appropriate boundaries

**(d)** To work closely with other catechists in the teaching of programmes for sacramental preparation or religious education.

**(e)** To contribute to the catechists evaluation meetings.

**(f)** To provide a safe and supportive environment in which young people can freely share their experiences, opinions and questions.

**(g)** To assist in planning and running relevant liturgies and/or retreats, ‘away-days’ or days of reflection for young candidates.

**(h)** To work together to ensure that all catechist’s work is conducted in accordance with the nationally agreed Safeguarding Procedures.

**(i)** 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 and young 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 Diocesan catechist’s networks.

**(f)** All volunteers responsible for a group must be over 18 years of age

**Protection of Children:**

**(a)** To familiarise themselves with National Safeguarding Policies. (<http://www.catholicsafeguarding.org.uk/national-safeguarding-standards/national-safeguarding-policy/practice-guidance/>)

**(b)** To refer any concerns about a child to the Safeguarding Representative in the Parish and/ or to the Safeguarding Office.

**(c)** To have completed the online Educare module(s) as directed by the Safeguarding Office.

**Training Requirements:**

**Educare Modules- Safeguarding Children**

**Safeguarding Adults**

**Domestic Abuse Children and Young People**

**Online Safety**

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(FOR OFFICE USE ONLY: DBS Product – CM3)

Review 2022