

# ARCHDIOCESE OF SOUTHWARK

## ROLE DESCRIPTION

### Parish Catechist

ROLE TITLE: Parish Catechist. (Children and young people)  
RESPONSIBLE TO: Parish Priest.  
ROLE PURPOSE: 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

- To work with others in planning of relevant parish programmes.
- To participate in meetings with parents of young candidates for the reception of sacraments or in the course of religious education.
- To work closely with other catechists in the teaching of programmes for sacramental preparation or religious education.
- To contribute to the catechists evaluation meetings.
- To assist in planning and running relevant retreats, 'away-days' or days of reflection for young candidates.
- To attend and assist in planning relevant liturgies which form an integral part of the programme concerned.
- To work together to ensure that all catechists work is conducted in accordance with the Diocesan Child Protection Procedures.
- To monitor good practice and implement changes where necessary to enhance both the quality of the catechist and the safety of children.
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## PROTECTION OF CHILDREN AND VULNERABLE ADULTS

- To familiarise themselves with the National Child Protection Policies.
- To refer any concerns about a child or vulnerable adult to the CPR in the Parish.
- To be willing to participate in basic child protection training.

## PERSON SPECIFICATION

- The ability to relate with ease to children, young adults and adults and enjoy working with children and young adults.
- Commitment to the essential teachings of the Roman Catholic Church and the ethos of the parish.
- Commitment to the spiritual and moral development of the children, young adults and adults with whom the catechist will work.
- A willingness to undertake training and to attend suitable in-service training from time to time.
- A readiness to work collaboratively within the parish and to be part of deanery/diocesan catechists networks.
- All volunteers responsible for a group must be over 18 years of age.