

ARCHDIOCESE OF SOUTHWARK

ROLE DESCRIPTION

Children's Liturgy Group Worker

ROLE TITLE:	Children's Liturgy Group Worker
RESPONSIBLE TO:	Parish Priest.
ROLE PURPOSE:	To work with pre-school and primary school children to provide an adapted Liturgy of the Word for them during Mass on Sundays and major feast days.

MAIN RESPONSIBILITIES

- To work with others to form and inform a children's liturgy group with regular planning meetings.
- To arrange for the parents of the children and the parish community to be informed of the aim and content of the liturgy group.
- To prepare the venue and to ensure the safety and well-being of the children and to conduct the Celebration of the Word with them.
- To liaise with the priest presiding at the parish Liturgy and any other appropriate ministers.
- To provide the necessary books and equipment with the support of the parish.
- To ensure that the Children's Liturgy 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 Liturgy and the safety of children.

PROTECTION OF CHILDREN AND VULNERABLE ADULTS

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

PERSON SPECIFICATION

- The ability to relate with respect and ease to children and adults and to enjoy working with children.
- Commitment to the essential teachings of the Catholic Church and the ethos of the parish.
- Experience in talking with young children and willingness to attend Children's Liturgy Days.
- A willingness to give time to the preparation of the sessions and the co-ordination of the group.
- All volunteers responsible for the group must be over 18 years of age.