Volunteer Position Description

Title  Catechist for Sacramental Preparation

**Importance of the position to the Franciscan Renewal Center**
Sacramental preparation is an important and meaningful time in both a family and a child’s life. This position helps model faith, compassion, and hospitality while guiding children to a gospel life.

**Responsible to**  Director of Catechetical Ministry

**Definition of Duties**
- Facilitate teaching session with partner Catechist and/or aide
- Prepare ahead of time for classes with the use of provided lesson plans
- Maintain presence before and after class time to communicate with families if necessary
- Set up room before class time and clean up after
- Record attendance

**Length of Commitment**
- September through December for First Reconciliation
- January through May for Confirmation/Eucharist

**Time Required**
Approximately 1 ½ hours on Sunday, additional time for training and class preparation

**Qualifications**
- Good knowledge of Catholic faith and sacraments
- Practicing Catholic
- Ability to work well, and enjoy working with children
- Ability to partner and follow lesson plans
- Flexibility and ability to do some basic problem solving
- Catechist Certification helpful but not required
- Diocesan Safe Environment certified

**Training Provided**
- Catechist workshop
- Paired with a Catechist mentor
- Safe Environment training

**Evaluation**
Mutual evaluation at the end of the service