

SACRED HEART CATECHIST UNPAID, VOLUNTEER-BASIS JOB DESCRIPTION

TITLE:

Catechist for the Religious Education Program

DESCRIPTION:

- * Sharing in the mission work of the church by walking in faith and sharing the faith
- * Teaching the Good News to school-age children and building community within their families

RESPONSIBLE TO:

- *Religious Education Director(s)

DUTIES:

- * Be prepared and prompt for weekly class
- * Maintain presence before & after classes to support, assist, and communicate with other catechists and parents
- * Cooperate with the rest of the DRE team in facilitating special events
- * Establish communication with the family of the student with opening postcard and occasional letters, particularly if there is a continual absence

TIME REQUIRED:

- *Preparation time: 30 min. - 1 hour

***Class Time:**

K-5th grade - 1.5 hours/week (10 minutes before, 1 hour 10 minutes with the class (9:15-10:25 a.m.) and possibly 5 minutes after dismissal)

6th-8th Grade - 1.75 hours/week (10 minutes before, 1 hour 30 minutes (6:00-7:30 p.m.) with the class and possibly 5 minutes after dismissal)

- *Meeting time: 2 catechist meetings per year

LENGTH OF COMMITMENT:

At least one school year (Sept. - April)

IN-SERVICE TRAINING PROVIDED:

- *Mandatory completion of VIRTUS Child Protection Training and maintaining compliance through monthly newsletters