

# ST. PATRICK'S CHURCH



## VOLUNTEER MINISTRY POSITION DESCRIPTION

Our Parish Communities  
RC DIOCESE OF CALGARY

### Youth Ministry Volunteer

#### Overview

Youth Ministry aims to develop leadership skills, foster community, cultivate a stronger sense of justice, build self-confidence and promote spiritual maturity among the parish's youth. Under the direction of the Youth Ministry Coordinator, the Youth Ministry Volunteer is responsible for the implementation of youth programs and services at the parish. She/he ministers directly to the youth of the parish by leading sessions and events.

#### Activities/Responsibilities

- Be present at events to greet and welcome youth
- Be friendly and encouraging
- Be an example for teens in how one acts and speaks
- Reports all accidents/injuries/or suspicious situations to the necessary people.
- As required, facilitate small group discussions, keeping conversation on topic and making everyone feel welcome.
- Lead teens or family fun day participants in games, explaining the rules and getting the group enthused about playing. Make sure the games are appropriate and do not result in injuries or uncomfortable situations.
- Pray with teens or lead group prayer.
- Give a talk to teens either testifying to God's work in his/her life or teaching and explaining a topic.
- Chaperone a day trip or overnight retreat to help keep teens on track with schedules and to keep everyone safe and energized.
- Sing or play an instrument for praise and worship and/or adoration.

#### Skills, Experiences, Personal Traits and Qualifications

- Is able to relate well with others.
- Is an active participant in parish worship.
- Desires to serve the community and to commit time and talents to this ministry.
- Is comfortable with being accountable and is sensitive to the observance of proper boundaries.
- Can relate effectively and communicate clearly with others, especially youth.
- Has the ability to motivate, enable and engage youth.
- Must have good presentation skills.
- Has the ability to facilitate meetings and group dynamics

## **Working Conditions**

- This position requires time as required.
- First level and support is from the Volunteer Youth Coordinator

## **Screening Checklist for this High Risk Position at St. Patrick's Church**

- Completion of a Volunteer Information Form
- Agreement to the Diocesan Model Code of Conduct
- An interview
- Three reference checks
- A Vulnerable Sector Police Information Check
- An Intervention Records Check (Child Welfare) will be required for overnight supervisors.
- Completion of On-Line Training Program for the Vulnerable.
- Training and orientation
- Supervision, periodic evaluations and participant follow-ups

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Parish Volunteer Screening Coordinator

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Pastor

Date: \_\_\_\_\_

RC Bishop of Calgary- March 2014