

This role is subject to an enhanced DBS with a check against adult workforce. This role should not be taken up until the volunteer has completed the DBS process, and a letter of appointment has been received from the Safeguarding Section.

Responsible to

Parish priest

Role purpose

To support families within the parish who have experienced bereavement.

Main responsibilities

- 1) To assist the parish priest by visiting bereaved families before a funeral. To ensure that all those involved can be part of the preparation process and know how the funeral will proceed. To be able to answer any questions they may have.
- 2) During any visit a card of condolence from the parish may be presented to the bereaved.
- 3) A leaflet about the work of the team is to be provided including contact details and the offer of a vigil for the deceased person prior to the funeral.
- 4) A minimum of two members for each visit.
- 5) To attend the funeral Mass/service if necessary.
- 6) To be available for family members to assist with any related issue they may have.
- 7) To visit the family after the funeral at an agreed time, if appropriate and required.
- 8) To signpost the family to counselling services.
- 9) To meet regularly as a team, to review the work undertaken.
- 10) To assist in planning for memorial services and retreats.
- 11) To pass on any concerns to the parish priest or deacon.
- 12) To access regular training opportunities to keep you informed of developments in your role.

Note

The parish priest or deacon has overall responsibility for the funeral Mass/service. The team members are to assist the process through provision of basic advice and information in relation to funeral arrangements.

Person Specification

- a) The ability to relate and respect people of all ages and objectively help those who find themselves in a distressed and possibly vulnerable position as a result of bereavement.
- b) An ability to listen and sympathetically understand the feelings of the bereaved family, gained from an experience of bereavement and/or training. To maintain confidentiality at all times.
- c) A commitment to the essential teachings of the Catholic Church and the ethos of the parish.
- d) To be able to work as part of a team and accommodate any changes that may arise.
- e) A willingness to attend bereavement and safeguarding training to maintain current procedures and changes.