

This role is subject to an enhanced DBS with a check against the child workforce and the child barred list. 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 work with pre-school and primary school children, prepare and deliver an adapted Liturgy of the Word for them during Mass on Sundays and major feasts.

Main responsibilities

- 1) To work with others to form and inform a children's liturgy group with regular planned meetings.
- 2) To arrange for parents of the children, and the parish community, to be informed of the aim and content of the children's liturgy group.
- 3) To prepare the venue and ensure the safety and well-being of the children and to conduct the Celebration of the Word with them.
- 4) To liaise with the priest presiding at the parish liturgy and any other appropriate ministers.
- 5) To provide the necessary books and equipment with the support of the parish.
- 6) To ensure that the children's liturgy is conducted in accordance with archdiocesan safeguarding procedures.
- 7) To monitor good practice and implement changes where necessary to enhance both the quality of the liturgy and the safety of the children.
- 8) There should be a minimum of two catechists for each session.
- 9) To access regular training opportunities to keep you informed of developments in your role.

Person Specification

- a) The ability to relate with respect and ease to children and adults, and to enjoy working with children.
- b) Commitment to the essential teachings of the Catholic Church, and the ethos of the parish.
- c) Experience in talking with young children and willingness to attend children's liturgy days.
- d) A willingness to give time to the preparation of the sessions and the coordination of the group.
- e) All volunteers responsible for the group must be over 18 years of age.
- f) A willingness to attend safeguarding training.