

Marriage Preparation Facilitator

➤ Overview

The Marriage Preparation Facilitator provides instruction to engaged couples as they prepare for the Sacrament of Marriage.

➤ Activities/Responsibilities

- Has a contact list of engaged couples that are registered.
- Plans and delivers course material in an informative manner, ie. Overheads, videos, handouts, displays, group discussions, couples' activities and prayer.
- Must co-facilitate group sessions with spouse.
- Creates a welcoming environment for all participants.
- Encourages couples to openly and honestly share their goals as they journey together toward marriage.
- Communicates with the Marriage Preparation Coordinator on a regular basis.
- Is available for meetings and training at both parish and diocesan levels as required.
- Is present for all sessions and special gatherings.

The Activities/Responsibilities listed above may not completely reflect the ministry performed at this parish. Please refer to the 'Other Specifics' box for duties that are specific to this parish.

Other specifics:

➤ Skills, Experience, and Qualifications

- Is a fully initiated member of the Catholic Church and in good standing.
- Has been registered with the parish for at least 2 years.
- Should be in a sacramental marriage for at least the past 5 years.
- Is recognized within the parish community as a person of good reputation.
- Possesses a good knowledge of the teachings of the Catholic Church with particular emphasis on those areas concerning the Sacrament of Marriage.
- Has appropriate leadership and facilitation skills.
- Has good organizational skills.
- Can relate effectively and communicate clearly with others.
- Must be willing to share openly, together with their spouse, about own experience of marriage.
- Must have good presentation skills.
- Ability to facilitate meetings and group dynamics.

- In cases of emergency, knows contacts and/or procedures.

➤ **Personal Traits and Qualities**

- Desires to serve the community and to commit time and talents to this ministry.
- Should be confident in their own marriage and positive about the covenant of marriage.
- Needs to be a person of prayer.
- Has a helpful, supportive and non-threatening attitude.
- Honest, dependable and can maintain strict confidentiality.
- Is comfortable with being accountable and is sensitive to the observance of proper boundaries.
- Has a spirit of generosity and creativity.

➤ **Orientation and Training**

Must have a current certificate in the Marriage Preparation Instructor's Course from the Archdiocese of Toronto.

➤ **Participant Group**

Engaged couples enrolled in Marriage Preparation classes.

➤ **Support, Supervision, and Evaluation**

The Marriage Preparation Coordinator is the first level of support, supervision and evaluation.

➤ **Length of Ministry Appointment**

___ year term.

➤ **Benefits and Working Conditions**

Will directly contribute to the spiritual development of the engaged couples within the parish.

Will further develop leadership, presentation and organizational skills.

This is a volunteer position which requires a time commitment of ___ hours per week/ ___ hours per month.

Must be able to attend all sessions and meetings as required.

➤ **Screening Recommendations**

This is a General risk position.

Completion of a Volunteer Information Form is required.

Training and orientation are required.

There will be supervision and periodic evaluations.

This ministry position description accurately reflects the Ministry of Marriage Preparation

Facilitator currently practiced at _____.
(Parish Name)

Parish Volunteer Screening Committee

Pastor

Date

Prepared by: Archdiocese of Toronto