

## Parish Social Ministries

### ➤ Overview

The Parish Social Minister responds to the requests of the Pastor or the Parish Social Ministry Coordinator by assisting the parishioner's specific need or to respond to a specific task for the parish community.

### ➤ Activities/Responsibilities

- Activities/Responsibilities will vary according to the specific area of ministry within the Parish Social Ministry structure. The areas include:
  - Advocacy
  - Assisting Challenged Parishioners Household Activities and Repairs
  - Bereavement & Consolation Ministry
  - Community Bread
  - Crisis Response
  - Family Support Ministry
  - Friendly Visitor
  - Hospitality
  - Minister of Care
  - Outreach Ministry
  - Project El Sembrador
  - Research, Resource and Referral
  - Steering Committee
  - Transportation
  - Tutoring and Peer Support

#### Activities/Responsibilities that are specific to this parish:

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### ➤ Skills, Experience, and Qualifications

- Is a fully initiated member of the Catholic Church in good standing.
- Must be at least 18 years of age.
- Is recognized within the parish community as a person of good reputation.
- Can relate effectively and communicate clearly with others.
- In cases of emergency, knows contacts and/or procedures.

**Other Specifics:**

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➤ **Personal Traits and Qualities**

- Desires to serve the community and to commit time and talents to this ministry.
- Honest, dependable and can maintain strict confidentiality.
- Is comfortable with being accountable and is sensitive to the observance of proper boundaries.

**Other Specifics:**

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➤ **Orientation and Training**

Standard parish orientation program and required Parish Social Ministry training.

➤ **Participant Group**

Parishioners and community at large.

➤ **Support, Supervision, and Evaluation**

The Parish Social Ministry Coordinator and/or Pastor is the first level of support, supervision and evaluation.

➤ **Length of Ministry Appointment**

\_\_\_ year term.

➤ **Benefits and Working Conditions**

Will have a direct impact on the well being of the parishioners and community at large.

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

Must be available to attend all regularly scheduled meetings.

Must be able to attend the orientation session and training sessions as required.

➤ **Screening Recommendations**

This is a High risk position. (If the participants are not vulnerable persons and/or depending upon the level of activity, this may be considered General risk).

Completion of a Volunteer Information Form is required.

An interview and personal reference checks are required.

A Criminal Record Check is required.

Training and orientation are required.

There will be supervision and periodic evaluations.

Participant follow-ups will be conducted.

**This ministry position description accurately reflects the Parish Social Ministry currently practiced at \_\_\_\_\_.**  
(Parish Name)

\_\_\_\_\_  
Parish Volunteer Screening Committee

\_\_\_\_\_  
Pastor

\_\_\_\_\_  
Date

**Prepared by: Archdiocese of Toronto**