



**Ministry Position:**      **New Beginnings – Peer Support Group Facilitator**

**Date Last Reviewed:**    **July 2019**

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**◆ Position Overview**

Under the direction of the pastor and in consultation with the New Beginnings staff at Catholic Family Services of Toronto, the New Beginnings Peer Support Group Facilitator is responsible for outreach and facilitation of a Parish-based New Beginnings Peer Support Group. This ministry provides non-clinical peer group support for those suffering the loss of a loved one through separation, divorce, or death.

**◆ Activities/Responsibilities**

- Facilitate or co-facilitate regular or seasonal New Beginnings peer support groups
- Create a safe and welcoming environment for those dealing with marital breakdown and loss in their lives
- Establish and maintains ground rules for the group
- Provide the opportunity for participants dealing with marital breakdown and loss to support and encourage each other through self-reflective, emotional, social and practical activities
- Offer feedback to the pastor and New Beginning staff that will help improve service delivery
- Inform parish staff about New Beginnings’ scheduled meetings for insertion in Sunday bulletin, digital website, parish bulletin board and other means of communication as well as the booking of meeting room

**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.**

<b>Other specifics:</b>
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**◆ Skills, Experience and Qualifications**

- Demonstrates good speaking/listening skills
- Knows the importance of maintaining confidentiality
- Demonstrates empathy and is able to effectively encourage participation in group discussion while mindful of the benefits of periodic silence in a group



## Archdiocese of Toronto

- Able to work as part of a team
- Has had some training or experience in group work as a participant or facilitator
- Familiar with experience of marital breakdown or loss of a partner through death
- Has dealt with his/her own marital breakdown or loss of a partner through death
- Understands his/her role as peer facilitator and knows not to provide solutions for others within the context of the group
- Understands that peer support groups provide opportunities for the emergence of hope, increased self-esteem and a sense of belonging
- At ease with difficult issues and the expression of pain and emotion
- Knows the importance of clinical and/or pastoral referrals when the need arises
- Willing to complete New Beginnings training or its equivalence as approved by the pastor

### ◆ **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
- Possesses good listening skills, relational skills and good judgment
- Needs to be a person of prayer
- Comfortable in the presence of sadness, tears, and intense emotion
- Comfortable with being accountable and is sensitive to the observance of proper boundaries
- Demonstrates a spirit of generosity and creativity

### ◆ **Screening Requirements**

This is a High Risk/Position of Trust.

Before volunteering begins:

- Complete a Volunteer Application Form
- Attend interview and have personal references checked
- Complete a Police Information Check
- Complete appropriate training and orientation

After volunteering begins:

- There will be supervision and periodic evaluations
- An annual Offence Declaration and a new Police Information Check every 5 years
- Participant follow-ups may be conducted

### ◆ **Orientation and Training**



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Standard parish orientation program, including AODA training. Must complete New Beginnings training or its equivalent as approved by the Pastor.

◆ **Participant Group**

New Beginnings Team Members, the group participants and their family/friends.

◆ **Support, Supervision and Evaluation**

The Pastor and/or Pastoral Team is the first level of support, supervision and evaluation. At Pastor’s recommendation may consult with Catholic Family Services’ New Beginnings Social Worker/Coordinator.

◆ **Length of Ministry Appointment**

One (1) year term with the ability to renew.

◆ **Benefits and Working Conditions**

- Will directly contribute to the spiritual life of the parish community
- Opportunity to perform community service and gain experience for the purpose of school or career advancement
- Must be available to attend all regularly scheduled meetings
- Must be able to attend the orientation session and training sessions as required.
- This is a volunteer position requiring a time commitment of \_\_\_\_\_ hours per week/ \_\_\_\_\_ hours per month.

*In compliance with the Accessibility for Ontarians with Disabilities Act (AODA), the Archdiocese of Toronto provides reasonable accommodation to individuals with disabilities. Prospective and current volunteers are encouraged to discuss potential accommodations with their Pastor.*

This Ministry Position Description accurately reflects the ministry of **New Beginnings - Peer Support Group Facilitator** currently practised at,  
 \_\_\_\_\_ Parish.

**Pastor’s Signature**

PASTOR NAME

**Parish Volunteer Screening  
Coordinator’s Signature**

COORDINATOR NAME

**Date**



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**Prepared by: Archdiocese of Toronto, Volunteer Screening Department**