

CATECHIST JOB DESCRIPTION

JOB TITLE: Catechist for the St. John the Baptist Parish Religious Education Program

JOB DESCRIPTION:

- *Sharing in the mission work of the church by walking in faith and sharing the faith
- *Teaching the Good News with the elementary, junior high and high school age children and building community with their families

REPORTS TO:

- *Coordinator of Religious Education (CRE)

DUTIES:

- *Be prepared and prompt (6:30 pm) for weekly classes and/or programs
- *Maintain presence before & after classes to support, assist, and communicate with other catechists and parents
- *Cooperate with the rest of the Catechetical Team in facilitating special events
- *Establish communication with the family of the student with opening postcard or email and weekly emails.
- *Notifying the CRE if there is a pattern of continual absence for any student
- *Prepare one service project annually
- *Seek to grow and learn with continuing education programs (VOCARE)

TIME REQUIRED:

- *Preparation time: 1 - 2 hours
- *Class time: 1.5 hours (15-20 minutes before, 60 minutes with the class and possibly 10-15 minutes after dismissal)
- *Additional seasonal/sacramental preparation (Advent, Christmas, Easter, end of year)
- *Meeting time: 1 hour per quarter for catechist meeting
- *Personal formation, continuing education classes: at own pace within a set period of time

LENGTH OF COMMITMENT: at least one year, preferable two

IN-SERVICE TRAINING PROVIDED:

- *Meetings with the CRE for guidance, direction and support
- *Classes offered by the Archdiocesan Office of Evangelization and Catechesis, cluster and deanery workshops, webinars, etc
- *Advisement and consultation in the certification process
- *Mandatory attendance at Archdiocesan Child Protection Workshop
- *Love of the Lord and love of children
- *Willingness to share faith and nurture the children's faith
- *Be in communion with the Catholic Church
- *Teaching experience is helpful, but not mandatory
- *Willingness to work on a team and collaborate for the good of the community

BENEFITS OF INVOLVEMENT:

- *Gain a sense of fulfillment in serving the community
- *A sense of accomplishment
- *Growing, learning and becoming personally enriched in the faith
- *A sense of true joy in serving the Lord and helping others know God (bringing about the reign of God)
- *Become more familiar with the community through increased involvement
- *Enjoy being recognized on Catechetical Sunday

FOR MORE INFORMATION: Contact Chris Wibbenmeyer, Coordinator of Religious Education at (567) 279-1430 or wibbenmeyerchris@gmail.com