

## Catechist's Aide Job Description

**Job Title:** Catechist's Aide

**Accountable To:** The Director of Faith Formation

**Time Commitment:** Approximately 2.5 Hours per month

- Monthly Virtus Training Bulletin (15 mins)
- Monthly Class Session with Children (1 Hour 30 mins for the class plus 15 minutes before and 15 minutes after class for a total of 2 Hours)
- Meetings with the Director for guidance, direction, and support (as needed)

**Length of Commitment:** At least one year, preferably two.

### Qualities:

- a desire to grow in and share the Catholic faith
- an awareness of God's grace and the desire to respond to that grace
- a commitment to the Church's liturgical and sacramental life and moral teachings
- a strength of character built on patience, responsibility, confidence, and creativity
- a generosity of spirit, respect for diversity, and a habit of hospitality and inclusion
- a love for and a desire to work with the age group being served

### Knowledge and Skills:

- a basic understanding of Catholic teaching, Scripture, and Catholic Tradition (training is provided)
- ability to facilitate a small group of teens
- honest and caring relationships with the age group being served

### Responsibilities

- complete initial training/formation provided by the Director of Faith Formation (attend the training workshop August 10-11 or schedule time to meet with the Director one-on-one)
- attend a Protecting God's Children Workshop (Only need to take once)
- complete monthly Virtus bulletins
- commit to assisting the Catechist 7 sessions per year
- be a substitute if your catechist is unable to make a session
- attend catechist meetings (usually one in the fall and one in the spring)
- commit to ongoing formation, in accordance with the diocesan policy (currently 5 hours per year (provided))

**For more information, contact Melissa Weisenburg at [mw.sjnchurch@gmail.com](mailto:mw.sjnchurch@gmail.com) or call the parish office at (585)457-3222**