

Cathedral of the Holy Spirit

Office of Faith Formation

Catechist Job Description

We are seeking **volunteer catechists** for the young people of Cathedral Parish. **This role in catechesis is irreplaceable!** Because of this vital service to the people of God, catechists have a great responsibility to pass on the Deposit of Faith in a limited amount of time.

In discerning the call to be a catechist, the two most important necessities are (1) that you are a baptized and practicing Catholic at least 18 years of age and (2) that you support the needs and desires of the pastor in charge of our parish.

The **key to success is, first of all, your witness**. As Pope Paul VI expressed so well in his encyclical *Evangelization in the Modern World*, “**modern man listens more willingly to witnesses than to teachers, and if he does listen to teachers, it is because they are witnesses.**” In order to exhibit this witness, you have to have a strong foundation, one rooted in the sacraments.

Positive qualities in candidates should be (courtesy of *Guide for Catechists*, 18):

- Faith that manifests itself in their piety and daily life
- Love for the Church and communion with its pastors
- Apostolic spirit and missionary zeal
- Love for their brothers and sisters and a willingness to give generous service
- Sufficient education
- The respect of the community
- The human, moral and technical qualities necessary for the work of a catechist, such as dynamism, good relations with others, etc.

The **six tasks of catechesis** are fundamental in helping to know, to celebrate, and to contemplate the mystery of Christ (see *General Directory for Catechesis*, 85-86):

1. Promoting knowledge of the faith: *nourish the life of faith and equip to explain it*
2. Liturgical education: *celebrate the full, conscious and active participation in the liturgy*
3. Moral formation: *undertake a journey of interior transformation*
4. Teaching to pray: *assume the attitude of prayer and contemplation which Jesus had*
5. Education for community life: *call for the spirit of simplicity and humility, solicitude for the least among the brethren, care for those who are alienated, fraternal correction, mutual forgiveness*
6. Missionary initiation: *equip Christians to be present as witnesses in society*

If you feel called to serve in this ministry, check out the further details on the back of this page, and **contact either Deb Martinek or Kathy Olson in the Office of Faith Formation (222-2259)** to discuss your interest in being a catechist.

Job Title: Catechist for the Faith Formation Program

Job Description:

- Sharing in the mission work of the Church by walking in faith and sharing the faith
- Teaching the Good News with school-aged children and building community with their families
- Being a role-model of the faith to the children in the program

Responsible To:

- Coordinator of Elementary Faith Formation
- Director of Faith Formation
- Pastor of Cathedral of the Holy Spirit

Duties:

- Be prepared and prompt for weekly classes and/or programs
- Maintain presence before and after classes to support, assist and communicate with other catechists and parents
- Cooperate with the rest of the Faith Formation Team in facilitating special events
- Seek to grow and learn with continuing education programs
- Record attendance for each class
- In the case of a planned absence, notify DFF or CEFF
- Read all communications, both those e-mailed and those placed in basket

Time Required:

- Preparation time (lesson planning): 1 – 2 hours per week
- Class time: 1 ½ hours (10 minutes before, 1 hour with class and possibly 15 minutes after dismissal) per week
- Additional seasonal/sacramental preparation (Advent, Christmas, Lent, Easter, end of year)

Length of Commitment:

- At least one year, preferably two, beginning in August and ending in May

In-Service Training Provided:

- Meetings with the DFF/CEFF for guidance, direction and support
- Catechist enrichment and formation opportunities offered by DFF and CEFF
- Classes offered by the Diocesan Office of Faith Formation
- Mandatory attendance of Safe Environment/Protection of Children On-line and Classroom training.
- **Per the *Diocesan Guidelines for Parish Catechesis, 307.2*, all catechists are expected to participate in at least six (6) hours of ongoing faith formation each year.**