

RESPONSIBILITIES OF THE CATECHIST

Responsibilities refer to the essential tasks that a catechist performs in his/her role.

- Shares and supports the vision and goals of the parish Religious Education Program.
- Abides by Diocesan policies and regulations regarding catechetical ministry including completing all required forms.
- Participates in catechist certification and training programs.
- Keeps current through directed readings in Catechetics and teaching methods.
- Attends meetings for catechists as required by local procedures.
- Exhibits a positive attitude in interactions with children, parents, catechetical staff and the parish community.
- Prepares lesson plans prior to class time.
- Arrives before the start of class time to greet arriving students.
- Supervises students' welfare and safety.
- Insures orderliness and cleanliness in classrooms/meeting rooms used.
- Develops formal and informal prayer experiences.
- Insures classroom climate that fosters mutual respect.
- Motivates students to serve others.
- Seeks help when having difficulty with students, parents or staff.
- Participates in yearly evaluation procedures.
- Reports suspected child abuse/neglect as mandated by law.

The parish Catechetical Leader assigns further responsibilities and/or clarification of the above responsibilities.