



Diocese of Argyll & the Isles

Group: Sacristan – Tier 1

Aim of Group:	To prepare the Church for worship and supporting anyone, potentially including children, young people and vulnerable adults, wishing to be an altar server or engage in other ministries and to support the priest.
Requirements for the Role: <i>(e.g., trustworthy, reliable, flexible)</i>	<ul style="list-style-type: none"> • An ability to relate to both children and adults • Commitment to the teaching of the Catholic Church • A good understanding of activities during Mass and other ceremonies • Willingness to give time to train children and young people • Aged 18 or above
Description of tasks & responsibilities:	<ul style="list-style-type: none"> • Work with the priest and others to ensure potential altar servers know how to serve Mass and other ceremonies • Support altar servers as they begin their new role • Ensure the parents of the children and the parish community understand the importance of the liturgy and devotions being served in a respectful and dignified manner • Ensure that Worship is celebrated in accordance with the Diocesan Safeguarding and Health & Safety policies and procedures.
Frequency of role <i>(Tick as appropriate)</i>	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Rota <input type="checkbox"/> Ad hoc
Induction & Training	Safeguarding Induction Training: Part 1
Recruitment Process: <i>(These conditions must be met before commencing in the role)</i>	Diocesan Application Form 2 x References PVG Scheme Membership Safeguarding Induction Part 1 Training Receipt of Letter of Approval
Reports to :	Group Leader / Parish Safeguarding Coordinator / Parish Priest
Benefits to Volunteer	An opportunity to live out one's Baptismal calling. Experience of training children, young people and vulnerable adults. Gaining a deeper understanding of Mass. On-going training and development.