

**St. Thomas of Villanova
Religious Education Program - Volunteer Positions**

Please read descriptions and indicate your choice of volunteer position on the form below and return to the Director.

Catechist- (Adults)

Responsibilities: This position requires an adult to prepare and teach a lesson to a group of 12-15 students and enable them to learn about the Catholic Faith. Materials and training are provided.

Qualifications: This person must be a practicing Catholic and share it with others. They should have an ability to communicate with and manage a group of students. **Attendance at training sessions, catechist meetings and positive PA background checks are required.**

Commitment: Sundays from **10:10 AM – 11:25 AM** or Wednesdays from **4:45 PM– 6:00 PM** September to April and at least one hour of preparation each week, for at least one year.

Catechist Sub (Adults and Teens) Same as above, only available in case of the absence of the regular catechist.

This would occur when the catechist is ill or going to be away.

Classroom Aide- (Adults and Teens)

Responsibilities: This position requires a person to assist the catechist in the classroom and at times in their own home preparing activities or correcting papers. The aide records attendance, distributes and collects papers, assists individual students and helps to supervise the classroom.

Qualifications: This person should have the ability to establish a good rapport with students and the catechist. **Orientation training sessions and positive PA background checks are required.**

Commitment: Sundays from **10:10 AM – 11:25 AM** or Wednesdays from **4:45 PM– 6:00 PM** Sept. to April

Center Hall Monitor- (Adults and Teens)

Responsibilities: This position requires a person to greet all visitors, to assist Catechist on making copies, to direct students to restrooms, classrooms, etc.

Qualifications: This person should have the ability to supervise the main reception area of the Program on Sunday mornings or Wednesday afternoons.

Commitment: Once every 5 weeks, Sunday from **10:10 AM – 11:25 AM** or Wednesdays from **4:45 PM– 6:00 PM** September to April **PA background checks and child Safety certificate are required for adults 18yrs+.**

Parking Lot Monitor – (Adults and Teens)

Responsibilities: Arrive 10 minutes before session ends and monitor pick up/dismissal in parking lot.

Commitment: Once every 5-6 weeks, depending on how many volunteers sign up.

Religious Education Program Volunteer Form 2018-2019

Name of Volunteer _____ **Adult** **Teen**

Phone _____ Email _____

____ Sunday 10:10 AM – 11:25 AM

____ Wednesday 4:45 PM – 6:00 PM

I would like to volunteer for the following position(s).

_____ or _____

Name of Volunteer _____ **Adult** **Teen**

Phone _____ Email _____

____ Sunday 10:10 AM – 11:25 AM

____ Wednesday 4:45 PM – 6:00 PM

I would like to volunteer for the following position(s).

_____ or _____