



MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE

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Inclusiveness

Hospitality

Service

Mission

INFORMATION
SHEET

VOLUNTEERING IN OUR PARISH

<p>Introduction:</p>	<p>All the Baptised are called to share in Christ's ministry of Prophet, Priest and King. These ministries are exercised in a variety of ways and assist our Parish to build up the Body of Christ and the Kingdom of God. Our Parish can only flourish when the baptised commit themselves to living out their baptismal promises through working together and using their God given talents in ways that are appropriate to the individual's call to discipleship. To assist the baptised in exercising their baptismal calling the Parish has a variety of ministries and roles and you are encouraged to explore the areas of Parish life where you can contribute and be involved.</p>
<p>Some of our volunteer roles and ministries:</p>	<ul style="list-style-type: none"> • Lector (Reading at Mass) • Special Minister (Assisting with distribution of Communion) • Home Communion Minister or Pastoral Visitor • Sacristan • Altar Server • Maintenance and Gardening • Choir or Musician • Collectors or Counters (Sunday collections) • Children's Liturgy • St. Vincent de Paul Group
<p>Qualifications / Experience / Training</p>	<ul style="list-style-type: none"> • Practices the Catholic faith through regular attendance at liturgy and reception of the Sacraments and actively involved in Parish life • No training or experience required but the Parish will provide the necessary training and /or induction depending on your role.
<p>Safeguarding requirements</p>	<ul style="list-style-type: none"> • Most volunteer roles require a current Working with Children Check. • Volunteers aged under 18 are exempt from the requirement to hold a Working with Children Check. • Some volunteer positions require a Police Check • All volunteers must complete the Safeguarding Essentials online training module on an annual basis. • Volunteers who work directly with children and young people are required to complete the Working Safely with Children and Young People online training module every 3 years. • Volunteers aged 16-17 must provide parental permission prior to undertaking online training modules. Volunteers under 16 do not undertake online training modules.

Attributes:	<ul style="list-style-type: none"> • Commitment to the safety of children, young people and vulnerable people • Motivated to work within the Catholic Church environment and a strong commitment to its values. • Commitment to ongoing personal faith formation • Honesty and integrity • Reliability • Responsibility • Willingness to work collaboratively as part of a team • Willingness to participate in learning opportunities e.g. induction, training and development • Able to communicate effectively and respectfully with others • Flexible and adaptable • Respect confidentiality and privacy • Commitment to contribute to the mission of the Parish
Parish Office will supply this package:	<ul style="list-style-type: none"> • Parish Census: to update your details • Induction & Training notes for your role • Parish Statement of Commitment to safeguarding our Children • Parish Code of Conduct • How to apply for or update a Working with Children Check • How to apply for a police check
Check list for the role you are interested in:	<p>Your Volunteer Role: _____</p> <p>Requirements (<i>Parish Office to tick relevant boxes</i>):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Parish Census Update <input type="checkbox"/> Induction & Training Session/s <input type="checkbox"/> Signed Code of Conduct <input type="checkbox"/> Current Working with Children Check <input type="checkbox"/> Police Check <input type="checkbox"/> Safeguarding Essentials online training <input type="checkbox"/> Working Safely with Children and Young People online training <input type="checkbox"/> _____ <input type="checkbox"/> _____

'We are committed to creating a child safe culture that safeguards children and young people including the safety, participation and empowerment of Aboriginal children and young people, children and young people with a disability, and those from culturally and linguistically diverse backgrounds. A culture of safety within the Catholic Archdiocese of Melbourne ensures that children and young people can actively participate and fully realise their potential in a faith community. We have a zero tolerance approach to all forms of child abuse and will always act to safeguard children and young people and report suspected abuse promptly to the appropriate authorities. For further information about the Safeguarding Children and Young People Policy, please visit our website ... www.ivanhoecatholics.com