

2015-2016 ELEMENTARY CATECHIST/CATECHIST ASSISTANT JOB DESCRIPTION

1. **Title:** CATECHIST/ASSISTANT CATECHIST - Elementary Faith Development
2. **Goal:** To teach and witness the Good News of Jesus Christ to our children so that they learn to respond to God in faith, prayer, behavior, community and discipleship, and to develop their own personal faith and Catholic identity by teaching the Scriptures, traditions, rituals, doctrine, sacraments and values of the Catholic Church, following the Faith Development Guidelines of Raleigh Diocese and the principles of Liturgical catechesis.
3. **Tasks to be Performed:**
 - a) Plan lessons, collaboratively with co-catechists, in good time before day of lesson.
 - b) Submit if necessary a Supply List to Faith Development Staff at least one week before day of lesson to obtain materials, videos, and other resources.
 - c) Take attendance at each session.
 - d) Follow protocol regarding Safe Environment, discipline and the dismissal of children.
 - e) Read and note all communications from Faith Development staff.
4. **Qualities Needed:**
 - a) Ability to teach and lead group discussion and conduct faith-sharing activities.
 - b) Understanding of methods and principles of Catechesis.
 - c) Willingness and ability to speak with confidence about his/her own faith, experience and convictions as a Catholic Christian.
 - d) Willingness and ability to present faithfully the teachings of the Catholic faith
 - e) Willingness to attend Parish, Deanery and Diocesan Formation Programs (at the expense of the Office of Faith Development)
5. **Time and Training Commitment:**

Teaching Times: Arrive in good time before (half an hour recommended)
Sessions are 9:25 AM - 10:40 AM; 11:00 AM - 12:15 PM on designated Sundays.

Preparation Time: A minimum of one hour per week.

Required Formation/Training/Support Sessions: STM Catechist Formation sessions and participation in Diocese of Raleigh Catechetical Institute program.
6. **Support and Supervision:**

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Director of Elementary Faith Development
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<http://stmchapelhill.org/elementary>
7. **Inspiration:** “The vocation to be a catechist springs from the sacraments of Baptism and Confirmation. Through these sacraments catechists participate in the priestly, prophetic and kingly ministry of Christ. The Church awakens and discerns this divine vocation, and confers the vocation to catechize. The Lord Jesus invites men and women, in a special way, to follow him as teachers and formators of disciples. From a loving knowledge of Christ springs the desire to proclaim him, to evangelize and to lead others to the ‘yes’ of faith in Jesus Christ.” (General Directory for Catechesis, n. 231, adapted)