

# Prince of Peace School of Religion

## 2017-2018

The School of Religion Program at Prince of Peace operates through the efforts of volunteers. In other words, we need YOU! Please prayerfully consider how you can help us and the children of this parish by checking the appropriate box and return this form to the Christian Formation Office. Thank you!

Your Name \_\_\_\_\_

Phone Numbers: Home: \_\_\_\_\_ Cell: \_\_\_\_\_

E-mail address: \_\_\_\_\_

I would like to help in the following way, if a teaching position, choose one of the following programs:

I would like to be a: Catechist \_\_\_\_\_ Co-Catechist \_\_\_\_\_

**Children's Church Program:** Sun 9:00 AM

3yrs \_\_\_\_\_ 4yrs \_\_\_\_\_ 5yrs \_\_\_\_\_

**Elementary Program, 1<sup>st</sup> – 6<sup>th</sup> Grade:**

Grade \_\_\_\_\_ Monday 6:00-7:00 PM \_\_\_\_\_ Wednesday 6:00-7:00 PM \_\_\_\_\_

\_\_\_ Yes, I would like to teach my child's class. Name of child: \_\_\_\_\_

\_\_\_ No, I would *not* like to teach my child's class.

**I would like help with:**

Junior High Youth Group \_\_\_\_\_ Traditional Classroom Setting \_\_\_\_\_

Wednesday 7:00-8:30 PM \_\_\_\_\_ (this will be the only time option)

### CLASSROOM AIDE:

Session Night/Time \_\_\_\_\_ Grade \_\_\_\_\_

### SUBSTITUTE CATECHIST:

Children's Church \_\_\_\_\_ Edge youth group/classroom - Wed \_\_\_\_\_

Elementary: Mon 6:00 PM \_\_\_\_\_ Wed 6:00 PM \_\_\_\_\_

### SUPPORT OPPORTUNITIES:

**Childcare:**

Mon 6:00-7:00 PM \_\_\_\_\_ Wed 6:00-7:00 PM \_\_\_\_\_

**Office Support:**

\_\_\_ I am available on a weekly or bi-weekly basis during school hours

Day (circle one) M T W Th F Time \_\_\_\_\_

\_\_\_ I am available while my child is attending School of Religion

**Hall Monitor/Parking Lot:** Session Night/Time \_\_\_\_\_

Descriptions can be found on the back of this form.

# Volunteer Duties

## CATECHIST

Catechists teach once a month in a classroom setting, help with lesson-planning in advance of both Classroom Lessons and Family Gatherings, and assist and/or present at Family Gatherings. A catechist must be a confirmed, practicing Catholic. Being a catechist requires a monthly commitment of 3-4 hours. Please endeavor to keep absences to an absolute minimum.

***Catechists commit to attend orientation at the beginning of the year and participate in once a month catechist training throughout the year. 100% of family tuition is waived if signed up before July 1; 50% after July 1. Sacramental fees still apply.***

## CO-CATECHIST

Co-Catechists meet the same requirements as a catechist and enjoy the same benefits as a Catechist. However, a co-Catechist shares these duties with another person.

Our goal is to have two adults, either two co-catechists or one catechist and one adult aide in every classroom.

## CLASSROOM AIDE

Classroom aides are responsible for coming to class early and staying late once a month to assist the catechist. Adult aides may be asked to sub in an emergency. Being an aide involves a monthly commitment of 1 ½ hours. ***Aides commit to attend orientation at the beginning of the year and participate in monthly catechist training throughout the year. Tuition is waived for the child whose class you are helping in for the year.***

## SUBSTITUTE CATECHIST

Substitutes are willing to fill in for catechists on an “on-call” basis. Usually last-minute, but will be provided with the materials needed.

## CHILDCARE

Childcare providers allow other adults to serve and to participate! Supervise children of catechists and aides during class as well as the children of some parents attending the Parent Meetings. ***Arrive fifteen minutes early to allow*** catechists to prepare for class. Ideally this task will be shared by several people, and you would rotate weeks. If you have young children, you may bring them along. *Family tuition is waived. Sacramental fees still apply.*

## OFFICE SUPPORT

Help with mailings, copying, filing, cutting, etc. to support Christian Formation ministries. Commitment can vary.

## PARKING LOT/ HALL MONITOR

Place and retrieve the traffic cones and greet students and families at arrival and dismissal. You arrive ten minutes before class and stay until the parking lot is clear of traffic. In addition, monitors supervise student traffic in hallways and assist children needing direction(s) or help. *Tuition break is given; one child's tuition is free.*

***All volunteers 16 and older need to be Virtus compliant prior to volunteering. Compliance must be verified before you may begin volunteering. If you need to participate in the process to become Virtus compliant, please call 913-747-7740.***