

## Billerica Catholic Religious Education



### Volunteer Title: Catechist/Teacher (Grades K-6)

**Objective:** Communicate the good news of Jesus Christ to our younger members and their families.

**Description/Responsibilities:** In conjunction with the appropriate grade-level Coordinator, you have the primary responsibility for conveying the content of the curriculum. You will work as a team to design methods you use, and the activities you do during class times. Follow the Coordinator's guidelines regarding attendance, supervision, discipline, and other issues.

All Billerica Catholic Religious Education volunteers are expected to abide by the Archdiocesan Code of Conduct.

**Time Commitment:** Attend all Religious Education Class Sessions as scheduled. The Billerica Catholic Religious Education program will consist of 15 sessions per year, and each teacher may be asked to teach one or more classes per scheduled session. *Please make a point of arriving early, in order to make last-minute preparations and greet families.* If an absence is necessary, the Coordinator must be contacted as soon as possible in order to make alternative arrangements within the team of Teachers.

Teachers are expected to meet regularly (usually once during the preparation weeks) in order to plan the upcoming sessions. Additional meetings and trainings may also be scheduled.

**Supervision:** All Teachers/Catechists report to the grade-level Coordinator for the grades they are serving.

**Communication:** Primarily through e-mail

**Qualifications:** Catechists/Teachers need to have a basic understanding of Catholic doctrine, Scripture, and Catholic Tradition; a desire to pursue honest and caring relationships with young people; and effective techniques and strategies in working with young people and their families. All Catechists/Teachers are expected to be Catholics in good standing with the Church, including regular Mass attendance and reception of the Eucharist, having received the sacraments of Baptism and Confirmation, and is an authentic witness to their Catholic faith.

All volunteers with Billerica Catholic Religious Education programs are expected to:

- have an annual CORI (background check) on file
- complete the *Protecting God's Children (Virtus)* program
- sign the Archdiocesan Code of Conduct.