

St. Mary Catholic Faith Community  
Hales Corners, Wisconsin  
**Catholic Formation**

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| Name of ministry and role(s):   | Children's Liturgy of the Word<br>Leader (Adult and/or Teen)   |
| Groups served by this ministry: | Children in grades K4 – 4 <sup>th</sup> grade --<br>K4/K5 group, 1 <sup>st</sup> /2 <sup>nd</sup> grade group, 3 <sup>rd</sup> /4 <sup>th</sup> grade group  |
| Length of Responsibility:       | One year commitment; renewable yearly  |
| Time Commitment:                | 1 session per month<br>2 – 2.5 hours per session as needed<br>(~ 1 hour preparation at home; ~ 1 hour at Mass)   |
| Working conditions:             | Children's liturgy of the Word takes place in: <ul style="list-style-type: none"> <li>• Begins in the church</li> <li>• Session in the school lobby or school classroom</li> <li>• Returns to church</li> <li>• Preparation takes place at home</li> </ul>   |
| Purpose of the Role:            | To provide an environment during Sunday Mass that provides children with liturgical readings and activities appropriate to their age.  |
| Job Responsibilities:           | With the help of the day's plan for prayers, readings, discussion and a brief activity based on the day's readings and Gospel, the leader prepares in a prayerful way: <ul style="list-style-type: none"> <li>• the activity</li> <li>• sets up the children's liturgy space</li> <li>• guides children out of church to the space and back again</li> <li>• guides children through the liturgy</li> <li>• answer questions the children may have</li> <li>• Support the children in their exploration of God's word</li> <li>• cleans up after the liturgy is completed</li> <li>• may need to manage teen helpers' tasks during children's liturgy</li> </ul> |
| Skills, Attitudes, Knowledge:   | <ul style="list-style-type: none"> <li>• No experience is necessary</li> <li>• Likes working with children</li> <li>• Comfortable with spirituality &amp; faith while growing in one's own personal faith journey</li> <li>• Uphold the teachings of the Catholic church</li> <li>• Organizational, interpersonal and communication skills</li> <li>• Imagination, creativity and prayerfulness</li> </ul>   |

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| Personal traits desired / displayed: | Enthusiastic, patient, friendly, good communicator, creative  |
| Benefits and Challenges:             | <ul style="list-style-type: none"> <li>• Evangelization of children</li> <li>• Getting to know children and their families</li> <li>• Growing in knowledge of and communication of scripture</li> <li>• Consistent participation and motivation of children</li> </ul>      |
| Benefits to role:                    | <ul style="list-style-type: none"> <li>• Satisfaction of performing a key function in the parish</li> <li>• Satisfaction of being part of the spiritual growth of the children of the parish as well as personal growth</li> </ul>  |
| Orientation and training:            | <ul style="list-style-type: none"> <li>• Training and ongoing support specific to the role are provided</li> <li>• Leaders are encouraged to attend any available archdiocesan catechists' training</li> <li>• Receiving a copy of this ministry role descriptor</li> </ul> |
| Support, supervision and evaluation: | Received from the Education & Curriculum Specialist of the Catholic Formation Team  |
| Screening measures:                  | <ul style="list-style-type: none"> <li>• Completed one-time live training session of Safe Environment Education (18 years old +)</li> <li>• Completed background check (18 years old +)</li> <li>• There will be supervision and periodic evaluation, as needed.</li> </ul> |