

*St. Mary Catholic Faith Community Catholic Formation*  
**CATECHIST / SMALL GROUP LEADER / TEAM MEMBER**

**Mission Description**

*A Catholic Formation catechist/small group leader in the St. Mary Catholic Faith Community guides children in grades K4 through High School in their own discipleship journey.*

*He / She helps build the kingdom of God by sharing the Good News of Jesus Christ.*

**Position:** Catechist / Small Group Leader / Team Member  
**Responsible to:** Catholic Formation / Education & Curriculum Specialist  
**Time of commitment:** approx. 3 hours per week (prep time & session time)

As a team member, you will be responsible for the guidance in the formation of students assigned to you through the Catholic Formation Program. You will be responsible for helping your students get to know, to celebrate, and to contemplate the mystery of Jesus Christ.

- **By promoting an awareness of the faith**, the participants will gain a better understanding of what it means to be a disciple of Jesus Christ.  
A small group curriculum series with a Leader's Guide will be provided for you, along with a curriculum guide and supplemental materials.  
*Goal: By the end of the year, your students will be able to articulate and summarize the basic content of specific grade-level curriculum content in their own personal growth in their relationship with Jesus Christ.*
- **By promoting liturgical education of liturgy, sacraments and prayer**, the participants will learn how to more fully participate in a genuine liturgical life.  
Students will learn about Scripture and liturgy through celebration of liturgies, classroom prayer, lessons, and group prayer experiences. Your text series provides suggestions for prayer in the classroom. Lesson plans include Scripture readings. Your class will be involved in group prayer experiences during the year.  
*Goal: Your students will be fully prepared for their role in each prayer / liturgical experience and will display appropriate church behavior.*
- **By encouraging participation in service**, the participants will learn that it is our responsibility to care for ALL God's people.  
Small groups will participate in parish-wide and community-wide service opportunities to help others.  
*Goal: With encouragement from you, all students will be encouraged to be involved in service projects as they arise, and they will begin to understand that service is a way of life, not just something we do once in a while.*
- **By encouraging participants to be part of the larger community**, they will come to understand that each person is a child of God, that we are all brothers and sisters and that we are to love each other.  
We will share our connectedness through community activities such as prayer experiences as outlined above.  
*Goal: The small group will enjoy coming to Catholic Formation because of the opportunity to be with others and with you.*
- **By talking about moral decision-making** within the safe environment of your space, the participants will learn the difference between making good choices and bad choices according to Gospel values. Each lesson should be taught to make the connection between what students are learning and how they can live what they learn. They will be able to answer the question "What Would Jesus Do?" when solving moral dilemmas.  
*Goal: Your students will be able to apply what they have learned in class to moral decision-making out in the world.*

## **Expectations to be a Team Member:**

- Come to each session prepared and ready-to-go on time, carrying out your duties with dignity and integrity.
- Must attend & complete one live session training of Safe Environment Education.
- Complete state and national background checks (will be repeated at least every five years).
- Must read and sign a form acknowledging receipt and read the Code of Ethical Standards for Church Leaders.
- Acknowledge receipt and read a copy of the Mandatory Reporting Responsibilities.
- Support and participate in the small group's Safe Environment Education lesson, if applicable.
- Treat ALL children at Catholic Formation sessions with kindness, understanding, and helpfulness.
- Participate in an orientation/training session through the Catholic Formation Team.
- Attend team member in-service session(s) as requested.
- Participate and assist in service projects.
- Assist your class participation in group events and activities within Catholic Formation session times.
- Enforce discipline that provides a positive, creative and prayerful learning environment.
- Maintain attendance records to the utmost accuracy.
- Continue with your own formation with opportunities provided at the parish and in the Archdiocese.
- Understand the function of the Catholic Formation Team staff, maintain a smooth working relationship with them, and stay within the bounds of team member responsibility.
- Be open to new ideas and activities; be flexible with change.
- Be willing to share ideas with the Catholic Formation Team.
- Understand that formation is a life-long process; you don't have to accomplish everything in one year.

## **As a Team Member, you have the right to:**

- ❖ Be given a suitable assignment.
- ❖ Be treated with respect and fairness.
- ❖ Be given sound guidance and direction; know what is expected of you.
- ❖ Be heard.
- ❖ Be recognized.