



Archdiocese of Regina

CHILDREN’S LITURGY OF THE WORD ASSISTANT

Overview

The Children’s Liturgy of the Word Assistant helps with presenting Children’s Liturgy of the Word. Children’s Liturgy of the Word is suitably adapted to be made relevant to the lives and experiences of young children preparing them for full participation in the Liturgy. It gives them an opportunity to receive and respond to the Sunday readings.

Activities/Responsibilities

- Assists in the physical set up and take down of chairs and tables used for Children’s Liturgy of the Word.
- Assists in the set-up of materials required for each lesson and returning materials to their proper storage area at the end of the lesson.
- Is present to assist the teacher as required during all scheduled lessons.
- Actively participates in the lesson, helping children read and interpret lesson material.
- Under the direction of the Children’s Liturgy of the Word Teacher, assists with activities provided during Children’s Liturgy of the Word.

The Activities/Responsibilities listed above may not completely reflect the ministry performed at this parish. Please refer to the ‘Other Specifics’ box for duties that are specific to this parish.

Other specifics:

Skills, Experience, and Qualifications

- Is familiar with the Liturgy and the teachings of the Catholic Church.
- Can relate effectively and communicate clearly with others, especially children and youth.
- In cases of emergency, knows contacts and/or procedures.

Personal Traits and Qualities

(The following description may be of assistance to those considering this position)

- Desires to serve the community and to commit time and talents to this ministry.
- Needs to be a person of prayer.
- Desires to develop a deeper understanding and appreciation of the Liturgical Rites.
- Has a willingness to work with the Children's Liturgy of the Word Teacher to ensure the ministry is conducted with efficiency, decorum and reverence.
- Has a helpful, supportive and non-threatening attitude in working with children.
- Exercises the ministry in a manner which is additive to the prayer and participation of the assembly.
- Is sensitive to the observance of proper boundaries.
- Has a spirit of generosity.

Orientation and Training

- Standard parish orientation program.

Participant Group

- Children and youth who participate in the Children's Liturgy of the Word.

Support, Supervision, and Evaluation

- The Children's Liturgy of the Word Teacher is the first level of support, supervision and evaluation.
- The Children's Liturgy of the Word Coordinator also exercises this role in his/her work.

Length of Ministry

- _____ year term.

Benefits and Working Conditions

- Will directly contribute to the children’s liturgical experience at the parish.
- Will enhance personal growth of faith and better understanding of parish liturgy.
- Opportunity to perform community service and gain experience for the purpose of school or career advancement.
- This is a volunteer position requiring a time commitment of _____ hours per week or _____ hours per month.
- Must be able to attend the orientation session.

Screening Recommendations

- This is a High Security position.
- Completion of a Volunteer Information Form is required.
- An interview and personal reference checks are required.
- A criminal record check is required. If the assistant is under the age of 18, a criminal record is not required.
- Training and orientation are required.
- There will be supervision by the Pastor and/or Designate.
- Participant follow-up will be conducted.

This ministry position description accurately reflects the Ministry of Children’s Liturgy of the Word Assistant currently practiced at _____ Parish.

Parish Volunteer Screening Committee

Pastor or Designate

Date

Prepared by the Archdiocese of Regina
Adapted from the Archdiocese of Toronto

