



Archdiocese of Regina

MARRIAGE PREPARATION FACILITATOR

Overview

In conjunction with the Marriage Preparation Coordinator, the Marriage Preparation Facilitator provides instruction to engaged couples as they prepare for the Sacrament of Marriage.

Activities/Responsibilities

- Has a contact list of engaged couples that are registered.
- Plans and delivers course material in an informative manner, (i.e. Overheads, videos, handouts, displays, group discussions, activities and prayer).
- Must co-facilitate group sessions with spouse.
- Creates a welcoming environment for all participants.
- Encourages couples to openly and honestly share their goals as they journey together toward marriage.
- Communicates with the Marriage Preparation Coordinator on a regular basis.
- Is available for meetings and training at both parish and diocesan levels as required.
- Is present for all sessions and special gatherings.

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

- Has attended the parish for at least 2 years.
- Should be in a sacramental marriage for at least the past 5 years.
- Is known in the parish community, participates in parish life and is of good character.
- Possesses a good knowledge of the teachings of the Catholic Church with particular emphasis on those areas concerning the Sacrament of Marriage.
- Has appropriate leadership and facilitation skills.
- Has good organizational skills.
- Can relate effectively and communicate clearly with others.
- Must be willing to share openly, together with their spouse, about own experience of marriage.
- Must have good presentation skills.
- Ability to facilitate meetings and group dynamics.
- 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.
- Should be confident in their own marriage and positive about the covenant of marriage.
- Has a helpful, supportive and non-threatening attitude.
- Honest, dependable and can maintain strict confidentiality.
- Is comfortable with being accountable and is sensitive to the observance of proper boundaries.
- Has a spirit of generosity and creativity.

Orientation and Training

- Orientation and training as determined by the Pastor.

Participant Group

- Engaged couples enrolled in Marriage Preparation classes.

Support, Supervision, and Evaluation

- The Marriage Preparation Coordinator is the first level of support, supervision and evaluation.

Length of Ministry

- _____ year term.

Benefits and Working Conditions

- Will directly contribute to the spiritual development of engaged couples within the parish.
- Will further develop leadership, presentation and organizational skills.
- This is a volunteer position which requires a time commitment of _____ hours per week or _____ hours per month.
- Must be able to attend all sessions and meetings as required.

Screening Recommendations

- This is a General Security position.
- Completion of a Volunteer Information Form is required.
- Training and orientation are required.
- There will be supervision by the Pastor and/or his designate.

This ministry position description accurately reflects the Ministry of Marriage

Preparation Facilitator currently practiced at _____
Parish. (Parish Name)

Parish Volunteer Screening Committee

Pastor or Designate

Date

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

Section Four
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