



Archdiocese of Regina

WELLNESS AND HEALTH COMMITTEE COORDINATOR

Overview

In addition to the spiritual well-being of parishioners, parishes are concerned about the wellness and health of parishioners. Parishes can provide information, services and programs that provide support to parishioners who want create a whole person; healthy in mind, body and spirit.

Activities/Responsibilities

- Incorporates the Gospel message as a part of healthy living.
- Researches and provides information to parishioners about wellness and health programs in the community.
- Utilizing trained and qualified people from the community, organizes wellness and health activities that are of interest to parishioners.
- Before an activity is planned, coordinates with the Pastor and/or his designate and with Parish Finance Council if there are any costs for programs.
- Coordinates with the Pastor and/or his designate and staff/volunteers to ensure that emergency materials and equipment such as first aid kits and AED's (if present) are maintained.
- Maintains a list of volunteers participating in the wellness and health ministry.
- Schedules and is available for all wellness and health ministry meetings.

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.

<p>Other specifics:</p> <hr/> <hr/> <hr/> <hr/> <hr/>
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Skills, Experience, and Qualifications

- Registered in the parish and striving to live in accordance with the teachings of the Catholic Church.
- In good standing with the Pastor and the parish community.
- Must be at least 18 years of age.
- Is recognized within the parish community as a person of good reputation.

Personal Traits and Qualities

The following description should be of assistance to those considering this position.

- Desires to serve the community and to commit time and talents to this ministry.
- Is honest, trustworthy, enthusiastic and able to motivate others.
- Needs to be a person of prayer.
- Is able to communicate well with others.
- Has the ability to work independently or as part of a team.
- Is comfortable with being accountable and is sensitive to the observance of proper boundaries.

Orientation and Training

- Standard parish orientation program and other training as provided.

Participant Group

- People interested in coordinating a healthy spiritual life with a healthy physical and mental life.
- Community organizations that provide wellness and health activities.

Support, Supervision, and Evaluation

- The Pastor and/or his designate is the first level of support, supervision and evaluation.

Length of Ministry

- ____ years term.

Benefits and Working Conditions

- Provide a service to the parishioners of the parish.
- This is a volunteer position which requires a time commitment of ____ hours per week or ____ hours per month.
- Must be available to attend all regularly scheduled meetings.
- Must be able to attend the orientation session and training sessions as required.

Screening Recommendations

If this is a General Security Position the following is required:

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

If this ministry is designated High Security due to youth or vulnerable people participating in the program, the following is required:

- Completion of a Volunteer Information Form.
- An interview and personal reference checks are required.
- A Criminal Record Check is required.
- Training and orientation are required.
- There will be supervision by the Pastor and/or his designate
- Participant follow-ups will be conducted.

**This ministry position description accurately reflects the Ministry of Wellness and Health
Coordinator currently practiced at _____ Parish.**

(Parish Name)

Parish Volunteer Screening Committee

Pastor or Designate

Date

Prepared by the Archdiocese of Regina

Section Four
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