

VOLUNTEER AGREEMENT & TASK DESCRIPTION

PASTORAL TELEPHONE TREE COORDINATOR

The Catholic Diocese of Auckland has implemented National Safeguarding standards for voluntary church workers to maintain a safe and healthy ministry environment. Our commitment to these standards requires that we conduct background referencing (Police Vetting) for all persons who intend to engage in voluntary ministry having direct and regular involvement with children and young people (0-18 years) and vulnerable persons.

Pastoral Telepho	ne Tree Coordinator
PARISH PR COUNCIL	IEST/PARISH SECRETARY/ PARISH PASTORAL
MAIN PURPOSE/OBJECTIVE OF VOLUNTEER'S ROLE This role, under the guidance and direction of the Parish/Priest, responds to the needs of members of the local parish in practical and pastoral ways	
	EXPECTATIONS
e on their own to vay of telephone	Establish those parishioners who will benefit from communicating with other parishioners within the parish Understand the importance of privacy and confidentiality when collecting personal information
	PARISH PR COUNCIL VOLUNTEER'S ROL and direction of the practical and pasto

This role will comply with the National Safeguarding Guidelines:

- Safeguarding Policy
- Code of Conduct for Employees & Volunteers
- Safeguarding Training

Volunteers will receive copies of:

- Risk Assessment Pastoral Visitor
- National Safeguarding Policy
- Code of Conduct for Employees & Volunteers
- Core safeguarding practices

CHALLENGES FOR VOLUNTEERS IN UNDERTAKING THESE TASKS

Be clear as to the purpose and limitations of this ministry. This is occasional care to respond to some day-to-day needs. You may not be able to provide everything that an individual requires and may need to refer to other specific agencies for additional assistance for a particular person.