



# Catechist Application and Personnel Record

Year \_\_\_\_\_ Level \_\_\_\_\_

Name \_\_\_\_\_ Birth Date \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

Occupation \_\_\_\_\_

Business Address \_\_\_\_\_

Education \_\_\_\_\_

Years as a Catechist \_\_\_\_\_ Where? \_\_\_\_\_

Levels (please circle):    K      1-3      4-6      7-8      9-12      Special Needs      Adult

Have you received a certificate from the Diocese of Metuchen for completing Catechist formation?  
\_\_\_\_\_ YES    \_\_\_\_\_ NO    \_\_\_\_\_ Year

Please describe any catechetical training/formation you have received (e.g. CARE, Echoes of Faith; online classes through the University of Dayton (which classes?); Notre Dame STEP Online Core Course: Introduction to the Catholic Faith; Methodology; Faith Formation Convocation; Bible Study, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Experience working with children: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Do you consider yourself to be a practicing Catholic?    \_\_\_\_\_ Yes    \_\_\_\_\_ No

Briefly tell us about yourself: What skills do you possess that will help you be a good catechist? What do you hope to accomplish as a catechist? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Catechist Mission Statement and Agreement

As a volunteer catechist in the parish of \_\_\_\_\_, I agree to carry out the mission and philosophy of the Office for Catechesis, as stated in the diocesan Policy Handbook.

I understand that my responsibilities include:

- To present the teachings of the Catholic Church both in faith and morals
- To offer those I catechize warmth and acceptance that they may growth in their faith and learn to follow Jesus Christ
- To establish and maintain a safe environment for our young people.
- To prepare, develop and implement systematic lesson plans incorporating prayer, scripture, tenets of the faith, faith sharing and a variety of activities and media, according to the curriculum and calendar.
- To discipline youth with loving concern for their needs, but expecting respect and attention to catechists and peers at all times. Serious discipline problems will be made known to the parish catechetical leader and parents immediately.
- To maintain appropriate records, e.g. attendance roster, progress reports, etc.
- To maintain the confidentiality of children, families and other volunteers
- To share appropriate information with parents
- To continue to update my personal spiritual growth through participation in catechist formation and other programs offered through the parish and the Diocese of Metuchen
- To be a witness of my faith by how I live, personally and in the community.

\_\_\_\_\_  
Catechist Signature

\_\_\_\_\_  
Date

## ACKNOWLEDGEMENT OF APPLICATION

After reading all of the terms of this Volunteer Application, I hereby affirm that I understand and agree to the provisions of the Parish Religious Education/Formation Program. I also agree that my volunteer services with the Diocese of Metuchen and/or the Parish is on an "at-will" basis, meaning that my services may be discontinued by either the Diocese of Metuchen or the Parish (through termination of my service) or myself (through voluntarily resigning) at any time without notice and without recourse of any kind by either party. I agree to conform to the Diocese of Metuchen and Parish policies. I also agree that I shall be subject to other conditions which the Diocese of Metuchen or Parish may adopt. I affirm that the information in this Volunteer Application is true and complete, and any falsification or omission in the Application may result in termination of my volunteer privileges and/or services.

***My signature below indicates that I have read and understand all of the above:***

*Applicant Signature* \_\_\_\_\_

*Date* \_\_\_\_\_

*Reviewer Signature* \_\_\_\_\_

*Date* \_\_\_\_\_