

Rector: Revd Annabel Barber MA

(revannabelbarber@gmail.com 01522 721306)

Role description: **Home Communion Volunteer**

Your work will include these roles

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| 1. To plan and co-ordinate the Home Communion for the parish 2. To work with the minister to prepare the requirements for home communion after the service. 3. To visit parishioners in their own home and carry out the Home Communion ceremony. 4. To exercise active pastoral concern in the light of the vulnerable adults you are visiting 5. To represent the needs and views of vulnerable adults to the Parochial Church Council or, where appropriate, enable them to do this for themselves. 6. To work in accordance with the church’s policy on safeguarding. 7. To undertake any training required 8. To undertake any other work that has been agreed and is seen to be appropriate |

**Skills, knowledge and experience required**

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| Workers with Vulnerable adults should have a commitment to:   * Treat them with respect. * Recognise and respect their abilities and potential for development. * Promote their rights to make their own decisions and choices, unless it is unsafe. * Ensure their welfare and safety. * The promotion of social justice, social responsibility and respect for others. * Confidentiality, never passing on personal information, except to the person you are responsible, unless there are safeguarding issues of concern. These must always be reported.   The ability to   * Relate informally to vulnerable adults * Complete of church safeguarding course * To initiate informal conversations with vulnerable adults * To lead prepared Home Communion material and activities with vulnerable adults. * Current DBS Enhanced Disclosure that meets our minimum requirements * Current church membership * Current driving licence |

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**Other information relevant to this job description**

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| * St Michael’s safeguarding policy * St Michael’s Mission statement * St Michael’s Home Communion Policy\* |

**Responsible to:**

The Parish Priest Revd. Annabel Barber (or her named representative) and through them to the Parochial Church Council.

Adopted by St Michael’s PCC…………………………………..( Date)

Signed………………………………………………PCC Chair