



Catholic Diocese of Rockhampton

'We live out the call of baptism through personal faith in Jesus witnessing together to the Good News of the Kingdom'

Ministry Role Description

For those who work with Children and Young People

*This form is to be completed and maintained by the relevant **ministry or office** of the Diocese as required by the procedure document titled 'Recruitment, Selection and Screening for the Child Protection Policy'. It is to be completed by the **Priest Pastor** or the **Diocesan Pastoral Services Coordinator**, a copy provided to the worker to whom it applies and another retained in their personnel file.*

Name of Worker: _____

Area of Ministry (e.g., Parish / Agency etc.): _____

Ministry Position Title: _____ **Paid / Volunteer**

Position Reports to: _____

Beginning Date: _____ **Term of Office:** _____

Purpose of the position: _____

Gifts, skills, training or experience required: _____

Duties and Responsibilities: _____

Limitations of the position _____