# **OUR LADY OF PEACE**

# **RELIGIOUS EDUCATION OFFICE**

**VOLUNTEER APPLICATION**

Name Parent / Non-parent / minor

*Circle*

Address

City/zip

Email address

Phone number(s)

*Volunteer duties:*

**Weekly, during class time on Tuesday’s and Wednesday’s…**

* **Catechist:** This is a calling, a vocation. Prepares and teaches students using a teacher’s manual and other materials provided by the REO. Agrees to complete a min. of six hours continuing education each year.
* **Classroom aide:** assists catechist and/or students during class time.
* **Front (table) entrance monitor:** Monitors the school entrance before and during class time. The front doors will be locked during class time; duties will include opening door for guests and students.
* **Office help & hall monitors:** monitors halls, delivers materials to classrooms, collects attendance folders, general office help as needed.

**Occasional events…**

* **Christmas Eve Children’s Mass:** Attend and assist with grade K through 3 children at two rehearsals and 4:00pm Christmas Eve Mass.
* **Hospitality**:
1. Assist at hospitality for events, i.e., Confirmation Mass reception in spring; or as needed.
2. Bakery donation for event(s).
* **Vacation Bible School in July**: Help with activities, games, prepare snacks, lead crafts, teach bible stories, lead music and songs. Hours 8am-noon Monday-Friday.

***I am interesting in volunteering in the following area(s):***

\_\_\_ Catechist (teacher) \_\_\_ Classroom Aide

\_\_\_ Front entrance monitor \_\_\_ Office help/hall monitor

\_\_\_ Hospitality. Type \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_ Christmas Eve Children’s Mass

\_\_\_ Vacation Bible School (July)

**Choose session:**

Tuesday 4:30-5:45pm Tuesday 6:00-7:15pm . Wednesday 5:30-6:45pm

In case of emergency, please notify:

 Print name and phone number(s).

List Meds/Conditions/Allergies:

**VOLUNTEERS are required to provide R.E.O. with a *Protecting God’s Children* certificate of completion or complete a one time workshop\*; and authorize a criminal background check, which OLP will procure. \*REO will provide dates, times and locations for the PGC workshops, and OLP will host a workshop in September. There is no fee to the volunteer.**

OFFICE USE: CERTIFICATE OF COMPLETION: \_\_\_\_\_\_\_ DCFS FORM: \_\_\_\_\_\_\_ BACKGROUND CHECK & DOCS: \_\_\_\_\_\_\_

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