

# **CLASSROOM MONITOR**

## **ROLE, QUALIFICATIONS, RESPONSIBILITIES, TRAINING & SUPPORT, REQUIREMENTS AND TIME COMMITMENT**

### **CLASSES ARE SCHEDULED**

- From the end of September – April
- Sunday Sessions: Grades K-8 meet from 10:15-11:45 on alternate Sunday's (not necessarily every other week due to holidays)
- Tuesday Session: Grades 1-6 meet weekly from 4-5pm.  
Child care is provided on Tuesday children 4-6 years old and not in grade one
- Classroom Monitor can choose the Session and grade they would like to assist in and/or the Catechist

### **QUALIFICATIONS & TIME COMMITMENT**

- One year commitment for the time of the class
- Adults or teens in grade 7-12
- Enjoy working with children a must
- Willingness to help and assist Catechist and children
- Willingness to learn and be open to new ideas

### **RESPONSIBILITIES**

- Assist Catechist
- Assist students with in assigned class
- Be present for all classes (unless sick or arrangement are made in advance)
- Communicate with Catechist and the Director

### **TRAINING & SUPPORT**

- Attend Organizational Staff Meeting
- Welcome to attend all Catechist Training and Workshops
- Attendance at meetings is encouraged but not mandatory

### **REQUIREMENTS**

Anyone over 18 who works or volunteers with children is required by the diocese to:

- \*Register online for a State & Federal Background check and make an appointment and be fingerprinted. Once we receive your clearance letter, you can enter the class room.
- If we do not get your Clearance Letter in time, you will be required to do a temporary Quick Point background check (24hr. return) so that you can begin
- \*Register online and attend one Virtus: Protecting God's Children Awareness Session
- \*Read, sign and abide by the Diocesan Code of Conduct, Living With Integrity
- Read and abide by Parish Policies and Procedures

**\*Forms and links are available on our website "click on" Forms and Links**