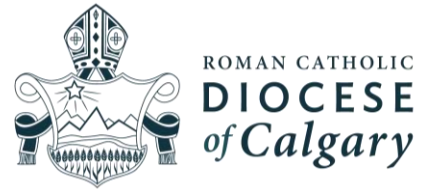


POSITION DESCRIPTION *for*

Point of Entry Team Member – Parish



REPORTS TO

Pastor/Safety Coordinator

OVERVIEW

Point of Entry volunteers are responsible for monitoring the number of individuals entering the church for Mass and collecting the contact information of parishioners as they enter.

RESPONSIBILITIES

- Collect information from all parishioners as they enter the church
- Ensure that those entering the church maintain appropriate physical distancing (6 feet/2 metres)
- Wear the appropriate personal protective equipment (PPE) provided to them if they are unable to maintain 6 feet/2 metres of separation from congregants
- Open the entry access door and keep propped open until the number of 50 or fewer parishioners has been met
- Open the exit door until all parishioners have exited the church after Mass
- Provide a list of participants to the Safety Coordinator assigned to the Mass

QUALIFICATIONS

- Must be at least 18 years of age
- Ability to demonstrate authority in situations that may be confrontational while being diplomatic and empathetic to the situation
- Committed to ensuring the health and safety of others

COMMITMENT

Expected to be 2-4 hours per week depending on availability for a period of 6 months, potentially longer

SAFE ENVIRONMENT

In support of the Safe Environment Program, you will be required to obtain or complete the following in order to participate on the Committee:

- Complete a Volunteer Information Form
- Complete *Praesidium Sexual Abuse Prevention* online training modules
- Agree to adhere to the Diocesan Model Code of Conduct and sign the Agreement to Model Code of Conduct