CONFIDENTIAL

**Working agreement including role outline (role description)**

**PARISH**

Name\_of\_Volunteer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Thank you for agreeing to work as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in part of our overall work with children, young people and vulnerable adults.

The Parochial Church Council (PCC) puts a very high value on work with children, young people, vulnerable adults (*delete as appropriate*). The PCC intends to make sure that the appropriate resources and support are available from the Parish and from the Diocese and intends that no one should work unsupported.

These are the particular responsibilities of the volunteer’s work that have been discussed with you in detail:

• \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

• \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Working with children, young people and vulnerable adults is a big responsibility but it also brings enormous satisfaction.

The PCC hopes that you find this work rewarding. Any further questions that arise from time to time can be discussed with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Once a year \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ will meet with you to talk about the work, and if you wish to continue, we can discuss training opportunities so that there is an opportunity to continue to develop skills.

You acknowledge receipt and have read a copy of the Parish Child Protection Procedures and Vulnerable Adults Protection Procedures (*delete as appropriate*) and understand who to contact and the referral procedures.

This agreement assures you of the continuing prayerful support of the Parish for volunteers and the work which is undertaken on our behalf.

Signature of Incumbent / Priest-in-Charge:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Role) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

On behalf of the PCC.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Volunteer) Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_