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| Example Role DescriptionPastoral Visitor |
| KEY RESPONSIBILITIES  1. Visiting as directed by Incumbent or Group Leader 2. To listen, offer conversation, pray and support 3. Assessment of particular needs   4. Recognition of boundaries  5. Visit in homes, hospital, workplace as directed  6. Ensure appropriate confidentiality  7. Take communion to housebound as directed  8. Build relationships with those visited  9. Make and maintain telephone contact with identified people. |

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| **ARRANGMENTS FOR INDUCTION, TRAINING AND SUPPORT**   1. Provision of mentoring, supervision and access to training 2. Shadow Group Leader/Vicar/experienced team member 3. Options for debrief and support depending on need 4. Monthly team meetings 5. Complete safeguarding training within three months of commencement, and thereafter every 3 years |
| **PRACTIAL ARRANGEMENTS RELEVANT TO THE ROLE**   1. Take mobile phone, consider exit strategies 2. Consider safe visiting practice 3. Official badge/cord 4. Access to consecrated elements (for home communion) 5. Record, maintain confidentiality, and never pass on personal information, except to the person you are responsible to, unless there are safeguarding concerns which **MUST ALWAYS** be reported to the Parish Safeguarding Officer. 6. Expense arrangements 7. This role is eligible for a criminal record check which is renewable every five years. |