

St. Theresa Office of Religious Education – Volunteer Position Descriptions

The Religious Education program at St. Theresa's requires the assistance of numerous volunteers in order to work effectively. The various positions that volunteers fill are described below:

Teacher – Leads a weekly class of students to help them develop a deeper understanding of the doctrines and principles of the Catholic Faith.

- For grades 1-8 → Utilizes different means to convey the Faith to students, but primarily done through use of the Faith and Life curriculum through Ignatius Press (7th and 8th grade classes also use the Chosen series through Ascension Press).

- For Sacramental grades (1st, 2nd, 7th, 8th) – Prepares students for reception of key sacraments in their spiritual lives.

- 2nd grade – Prepares students for the Sacraments of Penance and Holy Communion.
- 7th and 8th grade – Prepares students for the Sacrament of Confirmation.

Aide – Assists the Teacher with the logistics of running a weekly class (Attendance, Discipline, Checking Homework, etc.) Normally required for Elementary grades only (K-5th). If Teachers for the Middle School grades would like assistance though, we will request Aides for them.

Coordinator – Supervises the arrival and departure of students during a particular RE session. Collects attendance folders from all teachers at the end of the weekly session. One required for each session.

Hall Monitor – Maintains order among the students in the hallways during class time. Also, they assist the Coordinator in supervising the arrival and departure of students during a particular RE session. Two required for each session.

Hall Monitor/Substitute Teacher – Primarily acts as Hall Monitor each week, but in the event that a Teacher is unavailable during a particular session, they would fill in and lead their class. Two required per session (One for elementary grades (1st-5th), and one for middle school grades (6th-8th)).

Nursery Volunteer (as needed) – Supervises the children of Teachers, Aides, and other volunteers while they are carrying out their duties during the RE Session

Office Helper – Assists the RE staff during class time with various tasks (Answering phones, Filing papers and forms, etc.)

NOTE #1: Any and all minors who wish to volunteer in the RE Program need to contact the RE Office directly. They will be assigned to positions according to their experience and capabilities, under the supervision of an adult volunteer. If they wish to receive credit for service hours for volunteering, they will need to commit to volunteering for the entire RE school year.

If you would be able to help in any of these roles, please contact the Religious Education Office at reoffice@sainttheresaparish.com, or 703-729-3714. Please note that all volunteers must be VIRTUS certified through the Diocese of Arlington prior to volunteering. (Teen volunteers under 18 years old are not required to have VIRTUS).

NOTE #2: Volunteers with students in the RE program receive a \$50 discount off their Registration Fee **the year after they volunteer.**

