

**Diocese of Hamilton**

<b>Name of Group/Ministry</b>	<b>Altar Server Adult</b>
Accountability	Parish Team, Pastor
Purpose of Ministry	To assist at liturgical celebrations
Participant Group	Adult Altar Servers 18 and up
Activities and Responsibility	Assist in liturgical activities Assist Altar Servers 9-17 Attend scheduled assignments Attend training sessions
Skills and Qualifications	Knowledge and understanding of the order of the Mass Dependability Good communication, interpersonal skills Knowledge understanding and compliance with the “Child and Family Service Act”
Time Commitment Duration	One Mass or more per week based on schedule provided
Orientation Training	Provided by Pastor, Altar Server Scheduling, Training Committee
Support and Enrichment	Pastor, Parish Team
Risk Assessment	High Risk
Screening Procedure	Provide a position description form Fill out Diocese of Hamilton Volunteer Information Form Interview Reference checks Vulnerable Sector Check Orientation and training

Date Approved:

Date Received:

Ministry Leader: \_\_\_\_\_

Parish Screening Committee: \_\_\_\_\_

Pastor: \_\_\_\_\_