



Mary Queen of Heaven
442 N. West Ave., Elmhurst, IL 60126
630-832-8962



Volunteers Wanted!

It takes the time and talent of many volunteers to make our program successful. Our catechists and aides help to provide age-appropriate formation. **You do not have to be a trained teacher or have any prior knowledge beyond a desire and willingness to share your faith.**

“There are different kinds of spiritual gifts but the same Spirit; there are different forms of service but the same Lord; there are different workings but the same God who produces all of them in everyone. To each individual the manifestation of the Spirit is given for some benefit.” (1 Corinthians 12:4-7)

All Adult Volunteers must:

- **Submit DOJ Adult Volunteer Application** – done once, does not need to be resubmitted annually
- **Attend a Protecting God’s Children Virtus Workshop** – Workshops are now available online. <https://www.virtusonline.org/virtus/>
- **Have a completed Background Check** - this is done every five years.
- **Complete 6 hours of approved formation annually.** See the Director (Mary Glaudell) for formation opportunities.

Youth Volunteers must complete the “Minor Volunteer Form” prior to assisting. All Youth Volunteers will be partnered with at least one adult volunteer.

I AM VOLUNTEERING TO HELP AS A:		
<input type="checkbox"/>	Weekly Wednesday Catechist Full Tuition Waiver	Weekly Catechists put together lesson plans each week – submitted to Director by Tuesday. Resources include (but are not limited to) grade level manual, seasonal materials and on-line sites.
<input type="checkbox"/>	Weekly Catechist’s Aide Wednesday 50% Tuition Discount	Catechist’s Aides are not responsible for planning lessons, but will support and assist the catechist. May be called to substitute if necessary.
<input type="checkbox"/>	Monthly Sunday Catechist Family Faith Formation 50% Tuition Discount	Monthly Sunday Catechists will facilitate a given lesson plan – available one month prior from Director. Sunday Catechists will not plan lessons, but may supplement with additional materials.
<input type="checkbox"/>	Substitute Catechist	We need adults we can call on to occasionally substitute. Lesson plans and materials will be supplied.
<input type="checkbox"/>	Special Events Volunteer	From time to time we need additional volunteers for special events like retreats and family programs.
<input type="checkbox"/>	Youth Volunteer (8 th grade and High Schoolers)	Youth volunteers assist adult volunteers and are needed for both Sunday Family Faith Formation and Wednesday sessions.

Please indicate a grade & session preference.

Preferred Grade: _____

- Wednesday – 3:15 to 4:30 pm
 Wednesday – 5:00 to 6:15 pm
 Wednesday – 6:45 to 8:00 pm
 Sunday K-6th – 9 to 10:30 am
 Sunday 7-8th – 8:30 to 10:30am

Name: _____ Phone: _____

Email address: _____

I completed the mandatory Protecting God’s Children Virtus Workshop: Yes (date if known) _____ No _____

To sign up go to Protecting God’s Children for Adults: <https://www.virtusonline.org/virtus/>

For office use only:

Protecting God’s Children _____
 Background check release _____
 Policy book Regarding Abuse of Minors _____
 Standards of Behavior _____

Mandated Reporter Training _____
 DCFS Acknowledgement _____
 DOJ Adult Volunteer Form _____