

**Example Role Outline: Pastoral Visitor**

The Church takes the safety of everyone within the church very seriously and expects that everyone will work within the Church safeguarding policy. In particular, the Church expects anyone who becomes aware of a safeguarding risk or of actual abuse, to immediately raise this with your Parish Safeguarding Officer.

Those who work with children, young people and/or adults who are vulnerable should have a commitment to:

* Treat individuals with respect
* Recognise and respect their abilities and potential for development
* Working in ways that meet and develop the personal, spiritual, social and pastoral needs
* Promote their rights to make their own decisions and choices, unless it is unsafe
* Ensure their welfare and safety
* The promotion of social justice, social responsibility and respect for others
* Confidentiality, never passing on personal information, except to the person you are responsible to, unless there are safeguarding issues of concern which **must always** be reported to the person named above.

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| **Role** | Pastoral Visitor |
| **Responsible to** | Incumbent through Pastoral Visitor Co-ordinator / Team Leader |
| * **Key Responsibilities of the Role (tasks to be undertaken)** * Visiting as directed by Incumbent or Team Leader * To listen * Offer conversation * Pray and support * Assessment of particular needs * Recognition of boundaries * Listening * Visit in homes, hospital, workplace as directed * Ensure appropriate confidentiality * Take Communion to housebound as directed * Build relationships with those visited * Make and maintain telephone contact with identified people * Be aware of vulnerable adult safeguarding issues | |
| **Any arrangements for induction, training & support**  Provision of mentoring, supervision and access to training.  Shadow Team Leader/Vicar/experienced team member.  Options for debrief and support depending on need.  Feedback to Team Leader (or Vicar if no leader).  Team meetings monthly  Attend safeguarding training every three years | |
| **Any practical arrangements relevant to the role** *(e.g. process for paying expenses, times role should be carried out, provision of equipment)*  Take mobile phone  Consider exit strategies  Consider safe visiting practice  Record and report concerns  Access to consecrated elements (for home Communion)  Official badge/cord  Expense arrangements  As agreed with Team Leader or pastoral team members and recorded. | |
| **Role to be reviewed** *(insert date)* |  |
| **The role is eligible for a criminal record check which is renewable every three years** | Yes |