

**Guidelines for Recruiting, Screening of Employees and Volunteers,
and Directives for the Safety of All People in the Diocese of Edmundston**

POSITIONS HAVING A HIGH DEGREE OF RISK

1. Priests Moderators and Members of Parish Pastoral Teams
2. Altar Server Coordinator, with children, youth and adults at risk
3. Bereavement Team
4. Catechist Coordinator
5. Catechist
6. Children's Liturgy of the Word Coordinator and Helper/Volunteer
7. Choir Director **
8. Collection Coordinator and Collection Counter
9. Employees (All those who receive a T-4 form)
10. Minister of Communion to Homes/Institutions and Coordinator
11. Parish Economic Affairs Committee Member
12. Prayer Group Coordinator
13. Sacramental Preparation Coordinator and Team Member
14. Youth Ministry Coordinator

*** When children are in the choir, only the choir director and another member who attends every practice must obtain a criminal record check.*

NOTES :

- 1° - References required for new volunteers only, but a criminal record check must be obtained for all positions having a high degree of risk.
- 2° - In accordance with the priest moderator, the Parish Coordinator will evaluate how to adapt the situation, whether the positions apply or not to their pastoral needs.