



Catholic
Church
of Montreal

Responsible Pastoral Ministry Pilot Parishes

Saint-Donat

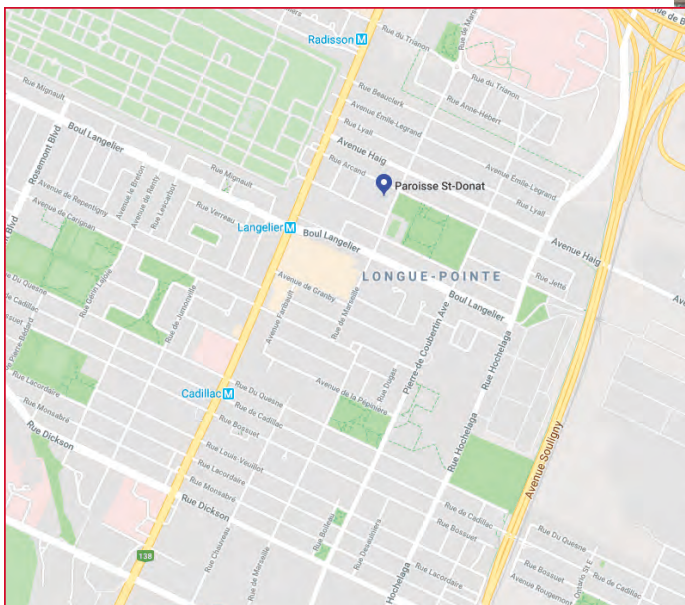
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Some interesting numbers

Parishioners: 400

Permanent staff: 3

Regular independent workers: 6

Volunteers: about 125

Children enrolled in catechetical formation
in 2018-2019: 30



Steps Taken

Getting familiar - getting prepared – getting going

- A Responsible Pastoral Ministry coordinator was recruited to be responsible for Saint-Donat parish and for the Saint-Pérégrin Sanctuary;
- An information session facilitated by the Montreal Archdiocesan coordinator for Responsible Pastoral Ministry took place with our pastor and our parish coordinator for Responsible Pastoral Ministry;
- Raising awareness about the project with the wardens of the parish fabrique as well as the board of directors of the sanctuary in order to confirm their adherence to the pilot project;
- Our pastor, our parish coordinator for Responsible Pastoral Ministry and the diocesan coordinator for Responsible Pastoral Ministry provided training for various parish and sanctuary team leaders in order to confirm their adherence to the pilot project;
- Inventory was taken of all positions occupied by employees and volunteers;
- Creation of a confidentiality agreement form and a procedure for key control and access to premises control;
- Creation of a personal and confidential file for all priests, employees and volunteers who work in the parish and in the sanctuary.

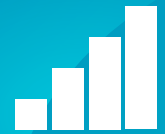
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Challenges that were faced

- Creation of the position descriptions: Starting from scratch, this arduous work could have demanded a lot of time and effort. The task was made easier by having access to job description models from the dioceses of Saint-Jérôme, Toronto and Montreal.
- Risk evaluation: Discernment was needed for this process. The experience of the diocese of Saint-Jérôme was a resource that was greatly appreciated, enabling us to put control measures into place that would diminish a high risk level to a moderate risk level.
- Identifying volunteers: Like a "bee hive"! 9 months after beginning this project, we are still discovering volunteers working in the shadows.
- Calming the fears of employees and volunteers going through the screening process: Some employees and volunteers who have been working in the parish for many years in positions of elevated risk worried about the screening process due to unfamiliarity. Even without having a police record, filling out a police verification form and being fingerprinted can be very intimidating.
- Covering, with an adequate insurance, the risk of accidents caused or sustained by a volunteer during one of their activities.

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Achievements and Benefits

- 62 position descriptions and evaluations, 7 of which were deemed high risk;
- 74 employees and volunteers educated about Responsible Pastoral Ministry;
- 74 personnel files completed;
- Raised awareness about the code of ethics and behaviour;
- Screening process completed for employees and volunteers who occupy high risk positions;
- Throughout the process, making sure that each employee and volunteer felt important and unique;
- Publishing (in our parish bulletin) Msgr. Lépine's announcement that Responsible Pastoral Ministry would be implemented in the diocese;
- Publishing (in the parish bulletin) a letter co-signed by the parish pastor and the directors of the sanctuary describing the steps taken to implement Responsible Pastoral Ministry in our Christian community so far.

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