



Inreach Commission

Visitation Ministry Member Position Description

Reports To:

Visitation Ministry Coordinator

Ministry Purpose / Objective:

To visit those who are unable to attend the weekend liturgy; this includes the sick and the homebound, those in assisted care facilities, and those in the hospital. We continue to “Live Jesus” as we bring warmth, smiles, and our love to those who cannot be physically with us.

General Responsibilities of All Ministry Members:

- Discerns God’s message in one’s own life regarding stewardship of Time, Talent and Treasure.
- Is familiar with any Ministry and Diocesan guidelines as well as General Parish Procedures.
- Presents ministry in a positive light at all times.

Responsibilities of Visitation Ministry Members:

- Fulfills visitation requests as directed by Visitation Ministry Coordinator.
- Notifies Visitation Ministry Coordinator with recap of the visit.
- Notifies coordinator if unable to make scheduled visits.

Special Activities:

- Attends an initial orientation/training session.

Meetings:

- Attend annual ministry meeting.
- Attends additional meetings as necessary according to coordinator.

Time Commitment and Frequency:

Time to be allotted to the Following Tasks:

- Evaluation Meetings.
- Visitations.

Average Time (may vary):

1 hour/meeting
1 hour/visit

Expected Length of Commitment:

At least one year.

Qualifications Required:

- Practices the Catholic faith through regular attendance at liturgy and reception of the Sacraments.
- Social nature. Ability to work with people.
- Cheerful.



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Visitation Ministry Member Guidelines for Visiting the Homebound

Do:

1. Remember we are invited guests in the homes.
2. Keep in mind that this is different from visiting friends and family.
3. Remember that we have a purpose; we represent the Church.
4. Be mindful of our responses to such things as odors, clutter, etc.; people can be shamed by our responses.
5. Be observant and report any concerns to the Coordinator.
6. Always call and make appointments.
7. Ask about animals and smoking if you are allergic.
8. Be mindful of differences in values.
9. Be respectful – household may be composed of several different faiths.

Don't:

1. Take on more than this ministry is - visiting.
2. Get involved in family issues.
3. Encourage sharing of family problems.
4. Gossip / share about family circumstances / family dynamics.
5. Address any concerns with family.
6. Try to fix/solve things yourself. (see #5 of Do)
7. Drop in unannounced.