

**Saint Elizabeth Ann Seton Church Religious Formation  
"T & T" [Time and Talent] Information Form - 2021-2022**

Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

**SECTION I - WEEKLY MINISTRIES: All must arrive at least 15 minutes prior to class start time:**

- A. **Catechist:** The 'lead' teacher in classroom; training is provided.
- B. **Aide:** Assist Catechist; if comfortable may teach; training provided.
- C. **Building Coordinator:** Assist PCL as necessary; answer phones; Greet and assist visitors to RF Office; oversee Hall Monitors; wait for late parents; etc.
- D. **Hall Monitor:** Help maintain security inside and outside the building; assist with supplies; substitute aide if necessary; sit with kids in "time out"; wait for late parents; help with office paperwork; etc.
- E. **Substitute Catechist:** Substitute as the 'lead' Catechist in the classroom as requested. May or may not be weekly. I am available (circle any/all grades and times that apply):

Monday Evening	7:00 PM - 8:30 PM	8 <sup>th</sup> grade ONLY
MA, TA, WA	4:45 PM - 6:00 PM	Grades: K 1 2 3 4 5 6 7
TE	6:30 PM – 7:45 PM	Grades: 1 2 3 4 5 6 7

Circle the grade of each child you have in SEAS-RF:    K   1   2   3   4   5   6   7   8

**For New Religious Formation Ministers Only:**

Have you attended the Protecting God's Children Workshop:    Yes / No    Year: \_\_\_\_\_

Have you had a background check and have been fingerprinted:    Yes / No

Have you attended Catechism Training at SEAS:    Yes / No

Have you completed a Diocese of Metuchen Volunteer Application:    Yes / No

***all CATECHISTS – who receive formal training and are faithful to their calling are eligible to receive a FULL REBATE of all RF fees at the end of the school year***

***all other weekly Ministers [Aides, Grade Coordinators, Hall Monitors] are eligible to receive a REBATE of HALF of all RF fees at the end of the school year***

**SECTION II – SEASONAL RF MINISTRIES:**

- F. Classroom Organizer:** Monday: Responsibilities include classroom closet organizing, cleaning tables and putting tables and chairs in order, check door signs for appropriate session, pencil sharpening.
- Thursday: Responsibilities include cleaning whiteboards and tables, putting tables and chairs in order.
- G. Photography Team:** Take pictures of various important events for quarterly publication in our parish bulletin, website, Parish Archives and for the record of the Religious Formation Office.
- H. Traffic Monitor:** Monitor parking lot traffic on the day of your child's session.
- I. Nurse:** If you are a nurse, please circle: YES
- J. Childcare:** Childcare is offered to RF Ministers' children during the Wednesday afternoon session ONLY. Assisting children with different activities.
- K. Office Help:** Mondays, Tuesdays, or Wednesdays: copying, filing, RF office closet organizing.
- L. Special Gifts:** Shares their talents and assists in sewing, music, singing, or any other talent not mentioned. Please indicate talent below:
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**Please note that no rebates will be issued for Seasonal RF Ministries.**