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| **This role outline is an example and can be adapted to each local situation.** **NOTE – as an example role is adapted for each local situation you will need to reassess the DBS and training requirements as they may also then need to change.** |
| **Role**  | **Responsible to**  | **Duties** | **DBS** | **Workforce** | **Training**  | **Forms Required**  |
| Pastoral Visitor A | Minister  | * This pastoral visitor will not be expected to become involved in the day-to-day affairs of the person being visited or having contact with them other than to enquire about their general health and well-being and engage in social discussion.
* If the Pastoral Visitor is visiting the individual as a friend and NOT as their Pastoral Visitor, the Pastoral Visitor should make this clear at the outset.
* NO support to be offered with personal care, finance (including shopping or church offering)
* To visit occasionally to generally engage with someone for social conversation and help reduce someone’s feeling of isolation.
* To deliver the newsletter and to keep someone informed of life in the church.
* To ensure someone’s general health and wellbeing is monitored and report to the minister any concerns.
* To offer prayer if required
* To keep a record of visits and log any concerns.
* To share pastoral concerns with the Minister and/or leader/s
* Notify the Safeguarding Officer or Minister of any safeguarding issues.
 | As described here - this role is not required to have a DBS check However it is essential that if the role varies from this the minister should be consulted and a DBS check undertaken |  | Foundation Module  | **Form As -** [www.methodist.org.uk/safeguarding/safer-recruitment-including-dbspvg-ddc-forms-policy-and-guidance-documents/forms/volunteer-with-vulnerable-groups-form-a/](http://www.methodist.org.uk/safeguarding/safer-recruitment-including-dbspvg-ddc-forms-policy-and-guidance-documents/forms/volunteer-with-vulnerable-groups-form-a/) **Confidential Declaration –**[www.methodist.org.uk/safeguarding/safer-recruitment-including-dbspvg-ddc-forms-policy-and-guidance-documents/forms/confidential-safeguarding-declarations/](http://www.methodist.org.uk/safeguarding/safer-recruitment-including-dbspvg-ddc-forms-policy-and-guidance-documents/forms/confidential-safeguarding-declarations/)  |
| Pastoral Visitor B  | Minister  | * To visit more frequently than Pastoral Visitor A and prompt conversation about life events, current issues and concerns,
* If the Pastoral Visitor is visiting the individual as a friend and NOT as their Pastoral Visitor, the Pastoral Visitor should make this clear at the outset.
* NO support to be offered with personal care, finance (including shopping or church offering)
* To signpost someone to support services or the minister as needed.
* To support family members if required
* To enquire about a person’s general health and well-being to be sure a person is not vulnerable.
* To offer prayer if required.
* To keep a record of visits and log any concerns.
* To share pastoral concerns with the Minister and/or leader/s
* Notify the Safeguarding Officer or Minister of any safeguarding issues.
 | Enhanced DBS check. | Adult  | Foundation Module | **Form As -** [www.methodist.org.uk/safeguarding/safer-recruitment-including-dbspvg-ddc-forms-policy-and-guidance-documents/forms/volunteer-with-vulnerable-groups-form-a/](http://www.methodist.org.uk/safeguarding/safer-recruitment-including-dbspvg-ddc-forms-policy-and-guidance-documents/forms/volunteer-with-vulnerable-groups-form-a/) **Confidential Declaration –**[www.methodist.org.uk/safeguarding/safer-recruitment-including-dbspvg-ddc-forms-policy-and-guidance-documents/forms/confidential-safeguarding-declarations/](http://www.methodist.org.uk/safeguarding/safer-recruitment-including-dbspvg-ddc-forms-policy-and-guidance-documents/forms/confidential-safeguarding-declarations/)  |
| Pastoral Visitor C  | Minister  | * Have frequent contact
* Offered with personal care and finance, for example shopping or church offering
* If the Pastoral Visitor is visiting the individual as a friend and NOT as their Pastoral Visitor, the Pastoral Visitor should make this clear at the outset.
* Act as a representative of an individual as required and with permission.
* To signpost someone to support services or the minister as needed.
* To support family members if required
* To enquire about a person’s general health and well-being to be sure a person is not vulnerable.
* To offer prayer if required.
* To keep a record of visits and log any concerns.
* To share pastoral concerns with the Minister and/or leader/s
* Notify the Safeguarding Officer or Minister of any safeguarding issues.
 | Enhanced DBS with Barred List Check. | Adult  | Foundation and Advanced Module  | **Form As -** [www.methodist.org.uk/safeguarding/safer-recruitment-including-dbspvg-ddc-forms-policy-and-guidance-documents/forms/volunteer-with-vulnerable-groups-form-a/](http://www.methodist.org.uk/safeguarding/safer-recruitment-including-dbspvg-ddc-forms-policy-and-guidance-documents/forms/volunteer-with-vulnerable-groups-form-a/) **Confidential Declaration –**[www.methodist.org.uk/safeguarding/safer-recruitment-including-dbspvg-ddc-forms-policy-and-guidance-documents/forms/confidential-safeguarding-declarations/](http://www.methodist.org.uk/safeguarding/safer-recruitment-including-dbspvg-ddc-forms-policy-and-guidance-documents/forms/confidential-safeguarding-declarations/)  |