

Lay Pastoral Assistant (LPA)

Role

Lay Pastoral Assistants (LPAs) are members of the Pastoral Care Team (PCT) and provide pastoral care for individuals, families and groups of all ages within the Church. Lay Pastoral Assistants are given specific roles and responsibilities and work under the direction and supervision of the Pastoral Care Team Leaders. These responsibilities could include:

- Befriending people attending the Church at coffee times and social occasions
- Home visiting including visiting people experiencing terminal illness and bereavement
- Visiting Care Homes and Supported Housing establishments
- Carrying out home communions and other services for individuals and groups
- Hospital visiting
- Baptism preparation and follow up (with the Clergy)
- Marriage preparation and marriage courses
- Offering guidance on the giving of car lifts

LPAs visit members of ***** church who are not living in the parish but are in the ***** area.

LPAs also visit people who are not members of the ***** church but who have made contact with the church or who have been referred by people or organisations that are aware that the Church responds to people in need of care and support.

Lay Pastoral Assistants may attend training, meetings and services both within and outside the Diocese of Salisbury.

Reporting to: The Pastoral Care Team Leaders

Requirements

In order to be a Lay Pastoral Assistant a person should:

- Be a regular worshipping member of *****
- Have been selected and recruited by the Pastoral Care Team Leaders in line with *****'s Recruitment Procedure
- Have successfully completed a LPA Course approved by Salisbury Diocese
- Currently be licenced as a LPA by Salisbury Diocese
- Be a member of the Pastoral Care Team working under the direction and supervision of the Pastoral Care Team Leader
- Have Church approved identity information when carrying out visits
- Be responsible for their personal learning and development by attending courses run

by the Diocese or other organisations

- Attend Pastoral Care Team Meetings
- Report any concerns about the people they are visiting to the Pastoral Care Team Leader, the Parish Safeguarding Representative (where abuse is suspected) or the priest in charge (in urgent situations).

Requirement for a Disclosure and Barring Service Check

- The role of Lay Pastoral Assistant will be subject to an Enhanced Disclosure and Barring Service Check because they may have significant and unsupervised contact with both children and adults who may be at risk of abuse.
- If there is any likelihood that they will meet with children or adults who may be at risk of abuse at the Lay Pastoral Assistant's home address this needs to be indicated on the DBS Check Form.
- They will also require a Barred List Check because they may undertake or supervise roles that are Regulated Activities such as working unsupervised with children or providing transport to or from a health facility, on behalf of ***** church.