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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/) |