

# SUBSTITUTE/AIDE or OTHER ASSISTANCE APPLICATION 2017-18

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

Date: \_\_\_\_\_

Phone(s): \_\_\_\_\_

E-mail: \_\_\_\_\_

## **Substitute**

All classes are taught by teams of 2 catechists. Periodically a catechist will not be able to be at the class and a substitute is needed. Sometimes 2 substitutes are needed for a class, in which case the catechists are asked to supply the substitutes with a complete lesson plan for the class.

**Aide** Aides assist the catechists on a regular basis (usually with a special needs student)

*I would be interested in assisting as a substitute or aide. (Please mark which day & time you are available.)*

Any Time:	Sub ___ Aide ___	Wed. 4:00-5:00 pm	Sub ___ Aide ___
Sun. 9-10 am	Sub ___ Aide ___	Wed. 7:00-8:00 pm	Sub ___ Aide ___
Sun. 10:15-11:15 am	Sub ___ Aide ___		
Sun. 4:45-5:45	Sub ___ Aide ___		
Sun. 7:30-8:30 pm	Sub ___ Aide ___		

***Is there any fact or circumstance involving you that would call into question your being involved in catechetical ministry? No \_\_\_ Yes \_\_\_***

***If "Yes", please explain or see Children's Faith Formation Director***

\_\_\_\_\_

\_\_\_\_\_

***Signature*** \_\_\_\_\_

***Date:*** \_\_\_\_\_

**I have completed the Diocesan safe environment requirements for Good Shepherd.**

No \_\_\_ Yes \_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

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## **OTHER WAYS TO ASSIST:**

Organizing supplies \_\_\_\_\_

General office assistance \_\_\_\_\_

Crafts, bulletin boards \_\_\_\_\_

Summer clean-up of classrooms \_\_\_\_\_

Other: Please let us know how (and when) you can assist; other ideas?



**Good Shepherd Children's Faith Formation Office**  
**Dee Lopez, Director 893-1837 or lopezd@gsparishtlh.org**