

## **§800 THE PARISH DIRECTOR OF RELIGIOUS EDUCATION**

*"As awareness has grown of the need for continuing, comprehensive catechesis for all, an increasing number of men and women have assumed positions as parish or inter-parish directors and coordinators of religious education." (NCD, # 214)*

**801.1. Policy** The parish shall have an approved Director of Religious Education (DRE) or share one with one or more other parishes.

### ***Procedures***

- a) **Qualifications.** An approved Director of Religious Education (DRE) is a person who:
- 1) Is a practicing Catholic;
  - 2) Has successfully completed an interview with the Archdiocesan Office for Catechesis;
  - 3) Maintains a current file with the Office for Catechesis including: the Archdiocesan application for parish Director of Religious Education, current resume, recent references, role description, job analysis worksheet, and documentation of course work.
  - 4) Holds a Master's Degree in religious education or related field; or gives evidence of equivalent preparation for the DRE profession;
  - 5) Has demonstrated catechetical and administrative competence;
  - 6) In the event that the person cannot meet (4) and/or (5), they may be awarded Provisional Approval by the Office for Catechesis. Individuals can be awarded Provisional Approval if they are in the process of fulfilling the graduate academic and/or professional requirements of a Director of Religious Education. To secure Provisional Approval, an individual must engage in a Plan for Professional Development designed with and approved by the Office for Catechesis. Provisional Approval is given for a period of one year. It is renewable upon submission of evidence of successful completion of goals. A copy of the Professional Development Plan and progress are to be filed at the Office for Catechesis.
- b) **Role Description.** The responsibilities of the parish Director of Religious Education are defined in the role description. This role description is formulated using the process in *the Handbook for Hiring a Parish Director of Religious Education*, available through the Archdiocesan Office for Catechesis.

The parish Director of Religious Education is a member of the pastoral staff and participates in staff meetings.

- c) The parish Director of Religious Education is a member of the Education Commission of the Parish Council and of appropriate committee(s) of the Commission. Guidelines regarding the structure and responsibilities of the Education Commission are available from the Archdiocesan Office of Parish Councils.

**801.2. Policy** The parish Director of Religious Education, under the supervision of the pastor, shall be responsible to implement the Parish Religious Education Policies and Procedures of the Archdiocese of Chicago and the parish statement of catechetical purpose.

**801.3. Policy** The parish Director of Religious Education shall be responsible for the administration of religious education programs for children, youth and adults and shall follow Archdiocesan directives for the administration of parish religious education programs.

***Procedures***

The Archdiocesan directives for the administration of parish religious education programs are available from the Archdiocesan Office for Catechesis.