

Archdiocese of Dublin

# Volunteering in your Parish / Parish Partnership

A Resource  
Document for  
Volunteers and all  
in Voluntary Ministry



October 2025



THANK YOU!

for your commitment, support and contribution to  
the life and mission of your faith community.

**Please complete the Appendices with your  
Parish Priest or Ministry Team Leader /  
Co-ordinator and return to the Parish Office.**

Visit [www.dublindiocese.ie/volunteer](http://www.dublindiocese.ie/volunteer) or scan this  
QR code to access editable versions of the Appendices.




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## Purpose

The purpose of this Volunteer Resource Document is:

- to outline the framework which supports volunteers in their ministry / service in the parishes and parish partnerships of the Archdiocese of Dublin (the 'diocese') and
- to guide best practice for parishes, parish partnerships and volunteers, as together we accompany and serve others and actively participate in the shared mission of the Church.

## Introduction

Parishes and parish partnerships are committed to best practice in carrying out our shared mission (see **Appendix A: Statement of Mission**) so that the gifts and talents of all can be nourished, creatively shared and effectively co-ordinated.

At the heart of the Christian life and of our mission, is encounter with Jesus. We place our trust in the loving kindness of God as we minister together to build up communities centred on the person of Jesus Christ:

- communities of co-responsible servant leadership
- communities that are active in social justice
- communities of welcome and inclusion
- communities that are faith-filled.



## One Synodal and Missionary Church

For those who have actively participated in the life of the parish for some time, your continued commitment and service is greatly appreciated. We hope those who have more recently offered of your gifts and talents in voluntary ministry / service will experience a warm welcome and a deeper sense of belonging within your faith community. We hope that all who make a contribution to the



life and mission of the parish / parish partnership will find it enriching and enlivening. We are one synodal and missionary Church – walking together, open to the Holy Spirit.

*'For our part, we want to be a small leaven of unity, communion and fraternity within the world. We want to say to the world, with humility and joy: Look to Christ! Come closer to him! Welcome his word that enlightens and consoles! Listen to his offer of love and become his one family: in the one Christ, we are one. This is the path to follow together...' Pope Leo XIV, 18th May, 2025*

## Definition of a Volunteer

A volunteer is anyone who, without payment, undertakes a ministry or service or performs a task at the direction of and on behalf of the parish / parish partnership.

All of the baptised are called to active participation and to share in the ministry of Jesus Christ. Voluntary ministry / volunteering is a discerned response to our baptismal calling. It is not simply 'being involved' or 'helping out'. Neither is it a secondary or lesser ministry. Rather, voluntary ministry / volunteering is full, active, conscious participation in parish life.

*'There is a variety of gifts but always the same Spirit; there are all sorts of service to be done, but always to the same Lord; working in all sorts of different ways in different people, it is the same God who is working in all of them. The particular way in which the Spirit is given to each person is for a good purpose.'* 1 Corinthians 12:4-7



## Role and Responsibility of the Parish Priest

The participation of volunteers in co-responsible parish ministry requires mutually respectful dialogue and discernment on the part of the Parish Priest, parish leadership and parishioners / volunteers. The local Parish Priest\* has responsibility for the welfare of volunteers including supervising induction, training and formation programmes. This responsibility may be delegated or shared, in which case the volunteer(s) will be advised of the name of the responsible person(s). The Parish Priest and parish leadership are actively encouraged to draw on and welcome the gifts and abilities of volunteers, in shared mission and participation in the life of the parish / parish partnership. A Volunteer Agreement is provided as **Appendix B** to this resource document.

*\*Note: Where the title 'Parish Priest' is mentioned in this document, it refers to the priest in charge or lead priest of the parish. The title of the priest may vary, for example 'administrator', 'co-parish priest' or 'moderator'. In some cases, the priest in charge, in consultation with parish leadership e.g. parish pastoral council members, may delegate some tasks or duties to someone else, perhaps a staff member or a volunteer.*

## Staff Members as Volunteers

The parish / parish partnership also welcomes voluntary ministry on the part of staff members on the understanding that:

- a) it is outside the scope of normal staff duties;
- b) it takes place outside of usual working hours;
- c) there is no element of pressure or coercion involved.

## Safeguarding and Vetting

Volunteers will be required to become aware of the diocese's child and vulnerable adult protection policies and reporting procedures. A short training session on safeguarding will be provided which volunteers will be expected to attend. In addition, if volunteers are taking on a role specifically with children, such as organising a children's choir, they will be required to undertake a longer, one-day training session which will also be provided by the diocese.

If a volunteer's role involves ministry with children or vulnerable adults, the parish is obliged to have the volunteer Garda vetted. The volunteer is required to complete, sign, and return the Garda Vetting form to the parish, before taking up the role, which will only commence when the vetting application has been processed and the outcome (referred to as a 'disclosure') conveyed to the parish. Should the volunteer remain more than 3 years in the role, and thereafter every subsequent 3 years, the volunteer is required to complete, sign, and return a new Garda Vetting form to the Parish Priest.

The disclosure of an offence in itself would not render a person unsuitable for a volunteering role in the parish. It would depend on the nature of the offence, the circumstances, and how far in the past the offence was committed. However, no one who has a conviction for the abuse of a child is permitted to minister / volunteer in the Archdiocese of Dublin.

Further information and resources are available from the Child Safeguarding and Protection Service at <https://csps.dublindiocese.ie/resources/>.

## Data Protection

The parish / parish partnership is committed to protecting the rights and privacy of individuals in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Act 1988-2018 (DPA). These data protection laws give rights to individuals about the privacy of their personal data, and also place responsibilities on those holding and processing such data.

The Parish Data Protection Privacy Statement / Notice explains how personal information, including volunteers' data, is dealt with by the parish / parish partnership. The Parish Priest is the Data Controller and is responsible for ensuring such data is safe and secure and is used only for the purposes for which it was gathered. Volunteers, in the course of their ministry / service in the parish / parish partnership, also have a responsibility to comply with the Parish Data Protection Privacy Statement and parish / parish partnership data protection policies and procedures.

# VOLUNTEER POLICY

## 1. Policy Statement

- 1.1. The parish / parish partnership is committed to promoting positive, mutually beneficial volunteering arrangements that meet the needs of parishioners, volunteers and the parish / parish partnership.

## 2. Purpose

- 2.1. This policy provides guidance on all aspects of volunteering within the parish / parish partnerships of the Archdiocese of Dublin.
- 2.2. It aims to ensure that volunteers are appropriately recruited and effectively co-ordinated, and that there is a consistent and supportive approach to ministry / service in the parish / parish partnership. This is to respect and value the volunteer's time, gifts and talents in ministry.

## 3. Scope

- 3.1. This policy applies to volunteers and all in voluntary ministry within the parish / parish partnership.

## 4. Principles

- 4.1. Volunteering fosters a sense of shared mission and co-responsibility, a sense of participation and belonging, and an ability to extend pastoral outreach as a community of faith. The parish / parish partnership values volunteering as beneficial to our mission, our ministry teams and to volunteers as disciples of Jesus Christ.
- 4.2. Volunteers have a right to be effectively, supportively and safely involved in the parish / parish partnership.
- 4.3. Volunteers are expected to be respectful of staff, parishioners, other volunteers and the wider community with whom they may engage while in voluntary ministry / service. They are expected to act with integrity and responsibility, in accordance with the Code of Conduct and the Dignity



at Work Policy, and be accountable for their actions in relation to their ministry / service for and on behalf of the parish / parish partnership.

- 4.4. The Parish Priest through the Volunteer Resource Document, this Volunteer Policy and other such documents, endeavours to provide full and clear information about roles and expectations.
- 4.5. Volunteers are welcomed and treated as integral, co-responsible members of our parish / parish partnership ministry teams.
- 4.6. The Parish Priest may, at any time, and for whatever reason, decide to end the volunteer's voluntary ministry with the parish / parish partnership. Similarly, volunteers may decide to end their voluntary ministry with the parish / parish partnership. Such decisions should be communicated at the earliest opportunity, preferably in writing giving one month's notice.
- 4.7. It is appropriate, should volunteers cease their voluntary ministry or decline to offer their voluntary service, that they be responded to in a way that does not cause upset or incite feelings of guilt.

## 5. Inclusion and Volunteering

- 5.1. The parish / parish partnership is committed to ensuring that volunteers will be recruited and treated equally and without discrimination.
- 5.2. All who have eligibility to live in Ireland, are eligible to volunteer in parish / parish partnership.



## 6. Volunteer Recruitment, Discernment and Selection

- 6.1. The Parish Priest / parish leadership will consult the *Guidebook for Parish Pastoral Councils* '[Voluntary Ministry Matters](#)' in discerning ways to develop a ministry-friendly parish and suitable recruitment approaches.
- 6.2. Volunteering opportunities will be made known as they arise via, for example, the parish / partnership newsletter; the notices read at Mass; the website(s); personal invitation; volunteer recruitment events. Ad hoc enquiries, applications or expressions of interest are always welcome.
- 6.3. Prospective volunteers will be invited to an informal conversation with the Parish Priest, to help discern their interest in and suitability for the voluntary role.
- 6.4. The Parish Priest / parish leadership will reflect and discern with those who express interest and feel called to volunteer, with a view to matching the gifts and talents of the prospective volunteer with the needs of the parish / parish partnership.
- 6.5. For certain voluntary ministries, for example, membership of a finance committee or for ministries working with children or vulnerable adults, a CV and/or references may be requested. Reference checks and any such verification which involves contact with third parties will only take place once it is agreed to proceed with the volunteer's recruitment.
- 6.6. Individuals considering volunteering must be familiar with and act in keeping with the ethos, mission, vision and values outlined in the parish mission statement and the [Statement of Mission](#) of the Archdiocese of Dublin (**Appendix A**).

## 7. Volunteer Agreement

- 7.1. Volunteers will be given a clear and accurate description of the tasks and responsibilities they are expected to perform (see [Voluntary Ministry Matters](#) for examples). The Volunteer Agreement (see **Appendix B**) must include:
  - Ministry role description
  - Role in the ministry team

- Name of those responsible to e.g. Parish Priest or Ministry Team Leader / Co-ordinator
- Practical tasks to be undertaken
- Support provided
- Time commitment – usual hours and place of volunteering
- Gifts for the role
- Term of service (including any trial period arrangement) - starting and finishing dates (usually an initial commitment of three years, with the possibility of renewing for another three years).

- 7.2. The Volunteer Agreement and role description will be discussed and agreed with the volunteer and signed by both parties.
- 7.3. Volunteers will be asked to fill in a form (see **Appendix C: Volunteer Contact Form**) which contains important contact information including emergency contact details. It will be stored in the volunteer file and each volunteer's name, role and contact details will be recorded in the Parish Volunteer Register.

## 8. Induction

- 8.1. Volunteers will receive an induction to the parish / parish partnership in which they will be ministering / volunteering, and to the requirements of their role. This should take place in conversation with the Parish Priest, his delegate, the relevant Ministry Team Leader / Co-ordinator or a competent staff member (see **Appendix D: Volunteer Induction Checklist**).
- 8.2. Volunteers must be familiar with and work in line with parish policies. Volunteers should, as part of the induction process, familiarise themselves with the policies, procedures and processes regarding:
- Confidentiality
  - Complaints
  - Code of Conduct
  - Dignity at Work – standard of conduct with employees
  - Child and Vulnerable Adult Safeguarding and Protection Policies and Reporting Procedures

- Health and Safety
- Data Protection / GDPR

## 9. Confidentiality

- 9.1. During the course of voluntary ministry with the parish / parish partnership, volunteers may have access to or come across sensitive and confidential parish / parish partnership information, including personal data about other volunteers and parishioners which must be protected in line with the General Data Protection Regulations (GDPR). All those working in the parish (employees and volunteers) are required to exercise due care to keep safe and secure any documents or other material containing confidential information that they may have in their possession during their time with the parish / parish partnership and afterwards. For this reason, volunteers will be asked to sign a Volunteer Confidentiality Agreement (see **Appendix E**) prior to the commencement or during the course of their voluntary ministry / service. Likewise, the parish will respect volunteers' right to privacy and confidentiality with regard to any information it holds about volunteers.
- 9.2. No unauthorised person should be able to access parish / parish partnership personal data which volunteers may have in their possession, be it on a laptop / phone / tablet or in a paper file. Devices must be password protected and parish laptops must be encrypted. Passwords should be known only to the volunteer. When sending emails ensure they are being sent to the correct individual and if sending group emails, use the 'Bcc' option.
- 9.3. If there is any breach or loss of personal data, volunteers must inform the Parish Priest as soon as it is discovered, to ensure that breach procedures can be initiated and followed without delay. Some breaches have to be reported to the Data Protection Commission by the Parish Priest. This will depend on the severity of the breach and the number of people affected.

## 10. Complaints

- 10.1 If a volunteer has a concern about their voluntary ministry / service or feels they are being unfairly treated or if they have been subjected to or witnessed any inappropriate conduct, they should raise their concern

or complaint with the Parish Priest or appropriate contact person. The Parish Priest, in line with parish policies and procedures, is committed to fully considering and responding to any concerns raised. See **Complaints Policy** for further detail.

## 11. Ending of Voluntary Ministry / Termination of Volunteer Agreement

- 11.1. Volunteer Agreements may be cancelled at any time at the discretion of either party. Notice of such cancellation should be communicated at the earliest opportunity, preferably in writing giving one month's notice. It is recognised that either party may have to cancel the Volunteer Agreement without notice owing to exceptional or unforeseen circumstances.
- 11.2. In the event that a volunteer leaves voluntary ministry, or instead undertakes a new voluntary role, it shall be the responsibility of the Parish Priest, his delegate or the Ministry Team Leader / Co-ordinator to inform fellow volunteers / staff / parishioners as appropriate.
- 11.3. From time to time, the parish may need to limit or change the usual times or arrangements of any volunteer.
- 11.4. Volunteer Agreements are binding in honour only, and are not intended to be legally binding contracts between the volunteer and the parish / parish partnership. Neither party intends any employment relationship to be created now or at any time in the future.





# VOLUNTEER CODE OF CONDUCT

The purpose of the Code of Conduct for parish / parish partnership volunteers is to outline expected standards of behaviour. Volunteers must ensure they have read and comply with this Code of Conduct.

## **Volunteers are expected to:**

- Fulfil their role as outlined in their Volunteer Agreement
- Perform their duties to the best of their ability, safely and responsibly
- Follow the parish policies and procedures
- Operate within Church and State child and vulnerable adult safeguarding and protection principles and guidelines
- Act with honesty and integrity, and treat others with dignity and respect
- Raise any concerns about possible wrongdoing to the appropriate parish personnel
- Communicate respectfully and meet agreed time commitments, giving notice if unavailable
- Observe safety procedures and report health and safety concerns
- Keep confidential matters secure
- Seek authorisation before speaking on behalf of the parish / parish partnership.

## **Volunteers are expected not to:**

- Bring the parish / parish partnership into disrepute (including through social media)
- Engage in harmful or illegal activities
- Accept gifts or benefits that may conflict with their voluntary ministry / volunteer role.

## Volunteers accept that:

- Their Volunteer Agreement and/or their role in the parish / parish partnership, does not create an employment relationship
- Non-compliance with the Volunteer Code of Conduct may result in the ending / cancelling of their Volunteer Agreement with the parish / parish partnership.

## Dignity and Respect

Each volunteer's contribution and commitment to the mission and ministry of the parish / parish partnership is welcomed, recognised and appreciated. The parish / parish partnership aims to foster this commitment by ensuring that Gospel values and the person of Jesus Christ are the central focus of all that it undertakes together.

The parish / parish partnership aims to promote a safe and friendly environment where all are treated with respect and dignity, and where discrimination in any form is not permitted. The parish / parish partnership is committed to best practice so that we can share our missionary efforts together and grow in service of each other and the mission of Jesus Christ.

Should an issue arise, the Parish Priest or his delegate, will meet and discuss the matter with the volunteer, in a supportive way. This is to identify reasons for the behaviour which may have given rise to difficulties and to find possible solutions e.g. training or amending the voluntary role or duties. However, the parish reserves the right to discontinue the Volunteer Agreement if efforts to resolve the issue are not successful.

There may be some cases where the parish / parish partnership will have no option but to terminate the relationship, for example, serious breach of parish policies e.g. Child / Vulnerable Adult Safeguarding and Protection Policies and Reporting Procedures, Health and Safety policies and procedures. Notifications of such termination will be given as early as possible and in writing.

# APPENDIX A: ARCHDIOCESE OF DUBLIN STATEMENT OF MISSION

The great social, cultural and religious change of our time brings challenges and opportunities for all people – both for people of faith and for people who do not see themselves in this way. In response, the Archdiocese of Dublin is initiating a process of review and renewal, and is providing a Statement of Mission as a starting point for reflection and conversation in each parish and in the diocese as a whole.

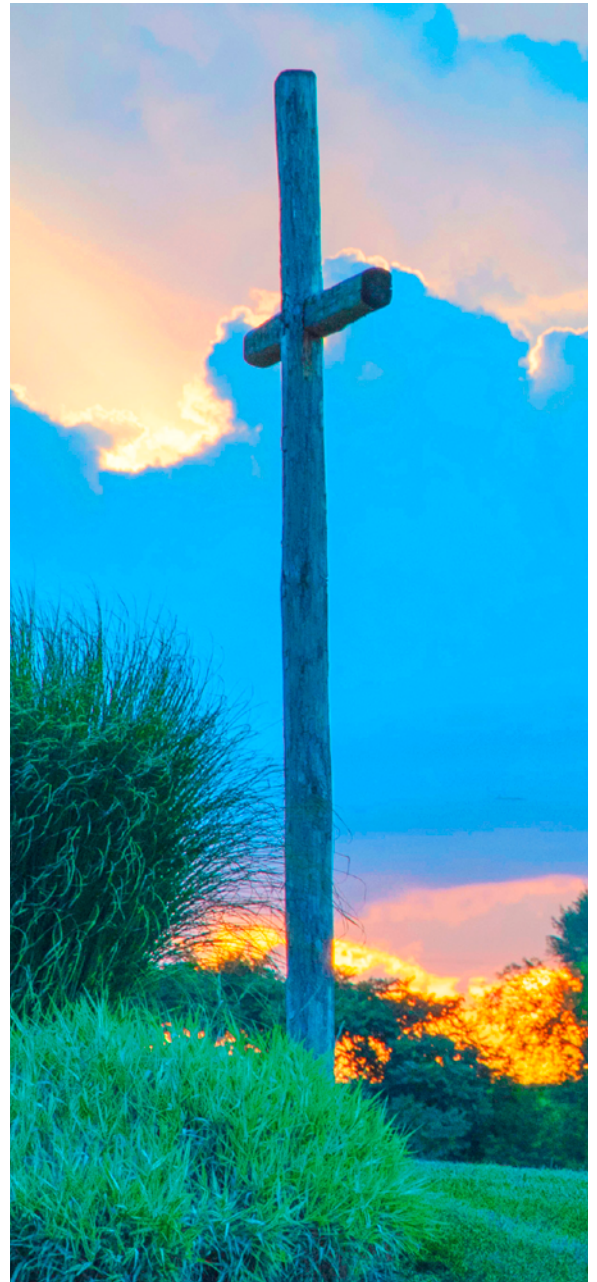
## Mission

Encounter with the person of Jesus makes us who we are, and shapes what we do. Being at the service of this encounter is the heart of our mission. The living Christ calls and empowers the Dublin Archdiocese to act with resolve and become more fully a place of welcome and compassion, which embodies the power, hope and joy of the gospel.

## Vision

Across the Archdiocese we build up together:

- Communities that are faith-filled
- Communities of co-responsibility through servant leadership
- Communities that are active in social justice and
- Communities of welcome and inclusion



We are called to develop new ways to accompany the people of our time. This will require new thinking and a shift of mind-set in everyone. Within the reality of our cultural, social and church context, we must create new possibilities for mission:

- Supporting people to deepen their faith and relationship with God
- Creating the structures that support vibrant communities of faith, and
- Advocating for those who are on the margins

Aware of the need for responsible stewardship, and of the diminishing resources available of time, talent and treasure, we are invited into an ongoing process of prayerful dialogue, discernment and decision making, concerning our missionary priorities.

## Values

**Continuously opening ourselves** to the challenges and opportunities provided by change

**Building** a culture of dialogue, discernment and solidarity

**Actively participating** together as baptised People of God

**Working alongside each other** to effect renewal

**Including and accompanying all**, especially those on the margins

**Supporting and resourcing** faith development

**Committing ourselves** to care for the earth and sustainability

**Grounding** all we do as communities in the mission and ministry of Jesus

*Building Hope*

*This Statement of Mission is available as a print-friendly PDF at  
<https://dublindiocese.ie/archdiocese-of-dublin-statement-of-mission/>*

# APPENDIX B: VOLUNTEER AGREEMENT

Volunteers are an important, much appreciated and integral part of the life of the parish / parish partnership. We are committed to promoting positive, mutually beneficial co-responsible volunteering arrangements which value the gifts of the volunteer and which meet the needs of the parish / parish partnership in our shared mission and ministry. The Volunteer Agreement outlines what you can expect from us, and what we hope for from you in your voluntary ministry / service. The Volunteer Agreement can be used to review arrangements during the course of your voluntary ministry.

## Voluntary Ministry Role Description

(see [Voluntary Ministry Matters](#) for examples)

Ministry Description	
Role in the Ministry Team	
Responsible to	
Practical Tasks	
Support Provided	
Time Commitment	
Gifts for the Role	
Term of Service (including any trial period / arrangement)	Agreed Start Date: _____ Anticipated End Date: _____  [Note: An initial commitment of three years is usually suggested, with the possibility of renewing for a further three years.]



In keeping with the Volunteer Policy, we, \_\_\_\_\_ [PARISH/  
PARISH PARTNERSHIP], affirm your right:

- To know what is expected from you
- To be appreciated and have your voluntary contribution recognised
- To know who to go to if there is a problem
- To be reimbursed for pre-approved out-of-pocket expenses incurred when volunteering
- To be able to make mistakes and learn from them
- To be treated fairly and not to experience discrimination
- To have safe working conditions
- To be informed about and given the opportunity to participate in the life of the parish
- To be able to decline to continue your voluntary service and to be responded to in a way that does not cause upset or incite feelings of guilt.

In keeping with the Volunteer Policy, I, \_\_\_\_\_, [VOLUNTEER]  
agree:

- To work in line with the Volunteer Agreement and the Volunteer Policy
- To help fulfil the mission of the parish / parish partnership
- To perform my volunteer role to the best of my ability
- To take part in any training offered for my role
- To give as much notice as possible whenever I cannot volunteer when expected
- To follow the parish policies, rules and procedures
- To abide by the Code of Conduct and the Dignity at Work policy.

*The Volunteer Agreement is binding in honour only, and is not intended to be a legally binding contract between the volunteer and the parish / parish partnership. Neither party intends any employment relationship to be created now or at any time in the future. The Volunteer Agreement may be cancelled at any time at the discretion of either party. Notice of such cancellation should be communicated at the earliest opportunity, preferably in writing giving one month's notice.*

**A Safe and Welcoming Church<sup>1</sup>:** The Archdiocese of Dublin is committed to ensuring the safety and welfare of all those involved in parish activities and to protecting children and vulnerable adults from all forms of abuse. Those who pose a risk to the safety of children or vulnerable adults are not permitted to minister on behalf of the diocese or parish / parish partnership.

**By signing this declaration** you confirm that no finding of the abuse of a child or vulnerable adult has been made against you in a civil or criminal court case; by a professional regulatory body; or by Tusla, Child and Family Agency; the HSE; or by a Health Board; and that you are not currently under investigation for offences against children or vulnerable adults by any civil or professional body.

Signature of Volunteer: \_\_\_\_\_

Signature of Witness – Parish Priest (or Delegate): \_\_\_\_\_

Name of Parish / Parish Partnership: \_\_\_\_\_

Parish Office Contact Number: \_\_\_\_\_ Date: \_\_\_\_\_

<sup>1</sup> The Archdiocese of Dublin is signed up to *A Safe and Welcoming Church: Safeguarding Children Policy and Standards for the Catholic Church in Ireland, 2024*

# APPENDIX C: VOLUNTEER CONTACT FORM

## Volunteer

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

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## Emergency Contact

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

Phone: \_\_\_\_\_

Relationship to Volunteer: \_\_\_\_\_

**Privacy Notice:** Your personal information will be entered into the Parish Volunteer Register and stored to ensure you can be contacted in respect of any voluntary work ministry / service that you carry out for the parish / parish partnership. It will be stored and used in line with current data protection legislation which informs our parish / parish partnership data protection policies and procedures.

WhatsApp and/or email groups may be set up to facilitate the distribution of rosters, training / practice sessions, gatherings and other parish information by the Parish Priest or Ministry Team Leader / Co-ordinator for your ministry / role. While this is a very easy method of staying in touch, it is entirely your decision to opt in to being part of these communication groups. No other use should be made of the groups, and members' telephone numbers / email addresses must not be shared without their consent.

In the event you change your contact details (phone number, postal address, email address etc.) please let the Parish Priest or Ministry Team Leader / Co-ordinator for your ministry know, so your records can be updated.

# APPENDIX D: VOLUNTEER INDUCTION CHECKLIST

The parish / parish partnership will aim to ensure that all the items on this list are discussed with you within the first three weeks of commencing voluntary ministry. Please tick each subject as you have been informed about it and have had a chance to ask questions. Once all the information has been covered to your satisfaction, please sign the form which will then be retained in your volunteer file. Personal data will be stored and used in line with parish / parish partnership data protection policies and procedures.

Items to be covered with each new Volunteer		Completed / Discussed
Category	Description	Yes
Health and Safety	Emergency exits and evacuation procedures	
	First aid facilities	
	Health and safety policy	
	Accident / incident reporting	
	Policy on smoking/vaping (designated areas etc.)	
Policies / Procedures	Confidentiality	
	Complaints	
	Code of Conduct	
	Dignity at Work – standard of conduct with employees	
	Child/Vulnerable Adult Safeguarding and Protection Policies and Reporting Procedures	
	Health and Safety	
	Data Protection / GDPR	
The Parish Building(s)	Layout of the building(s), toilets, etc.	
	Introduction to colleagues – volunteers, staff	
	Telephone system / phone list (if necessary)	
	Computer / photocopier etc. (if necessary)	
Time and hours	Absence/sickness contact procedures	
	Volunteer hours / notification of change of hours	
Financial	Reimbursements for pre-approved out-of-pocket expenses and payment arrangements of same	

**I have been informed about and understand the above items**

**Volunteer Name** [BLOCK CAPITALS]: \_\_\_\_\_

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

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

# APPENDIX E: VOLUNTEER CONFIDENTIALITY AGREEMENT

Thank you for volunteering your services to the \_\_\_\_\_  
\_\_\_\_\_ [PARISH / PARISH PARTNERSHIP],

Your time spent volunteering is deeply appreciated. In carrying out your voluntary ministry/service, you may come across sensitive information that we need to protect in line with the General Data Protection Regulations (GDPR). To volunteer your services therefore, you are required to comply with the following:

1. As a volunteer, some or all of the confidential and personal information you come across may contain 'personal data' and 'sensitive personal data' within the meaning of GDPR and Data Protection Legislation, and you therefore agree to comply with any obligations under this legislation.
2. You agree not to disclose to any unauthorised person, for use for your own benefit or the benefit of any organisation, whether during or after your time as a volunteer with the parish / parish partnership, any information in relation to the ministry, finances, or business of the parish / parish partnership that has come into your knowledge unless required to do so by Law.
3. You agree to exercise due care to ensure that any information you give to others as you volunteer with the parish / parish partnership or otherwise, is information that is required to be given and is given to a third party entitled to receive such information.
4. You also agree to ensure that all material you have access to in the course of your voluntary ministry/service with the parish / parish partnership is properly safeguarded and treated in a confidential manner.
5. Failure to comply with the above may result in termination of your volunteer status with the parish / parish partnership.

## Declaration

I confirm that I have read the above statements and agree to comply with them. I agree to adhere to all confidentiality requirements in this agreement or as may be otherwise directed in writing by the Parish Priest.

**Volunteer Name** [BLOCK CAPITALS]: \_\_\_\_\_

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

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

**Privacy Notice:** Your personal information will be stored to verify that you have received and agree to be bound by the terms of the Volunteer Confidentiality Agreement in respect of any voluntary ministry/service that you carry out for the parish / parish partnership. It will be stored and used in line with current data protection legislation which informs our parish / parish partnership data protection policies and procedures.

# THE *BUILDING HOPE* PRAYER

Pilgrim God, we give you thanks and praise.

You constantly journey with us even in our darkness and doubts.  
We seek your way of loving kindness to walk together as one family.

Open our eyes to recognise you in the faces of one another,  
in the breaking of bread and in the splendour of creation.

May the risen Christ sow seeds of hope and new life deep within us.

May our hearts and minds be filled with your Word,  
bringing forth truth, justice and peace.

May the Holy Spirit working in and through us do  
much more than we can dare to imagine  
as we live out our baptismal calling in humble and loving service.

We make this our prayer through Christ Our Lord.

Amen.

Mary, Mother of the Church, pray for us.

St Laurence O'Toole, pray for us.

St Kevin, pray for us.

St Brigid, pray for us.

*Building Hope* 





# Archdiocese of Dublin

Archdiocese of Dublin | 20–23 Arran Quay | Dublin 7 | D07 XK85

CRA Number: 20002022 | CHY Number: 1333

[www.dublindiocese.ie](http://www.dublindiocese.ie)