**Role Description Bank**

The role description templates below contain the key safeguarding responsibilities along with generic duties and responsibilities for the specific role outlined.  **Please adapt the role descriptions to fit your local circumstances**. It is important to include on the Role Description the level of both DBS check (if this is required) and Safeguarding Learning, so that expectations are clear from the outset; guidance in relation to this can be found in the  Safer Recruitment and People Management guidance ([link here](https://www.newcastle.anglican.org/content/pages/documents/16081278932146410482.pdf)).

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| Bell Ringing Teacher | Church/PCC Treasurer | Churchwarden | Churchwarden Additional Guidance |
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| Parish Volunteer | Holy Communion Visitor | Junior Church Helper | Junior Church Leader |
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| Organist/Director of Music | Pastoral Visitor in RA | Pastoral Visitor not in RA | PCC Member |
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| Parish Safeguarding Officer | Server | Tower Captain | Verger |
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| PCC Secretary | DBS Verifier |  |  |
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