



THE DIOCESE OF BELLEVILLE

June 1, 2010

Dear: Pastor, Principal, PLC, Pastoral Associate, or Agency Director

I am pleased to announce a date has been set to conduct an Initial Child Protection Policy Facilitator Training session.

DATE: June 24, 2010
TIME: 9:00am-12:00pm
PLACE: Diocesan Pastoral Center (Building 6)
2620 Lebanon Ave.
Belleville, IL 62221

The invitation to participate in the facilitator training is open to **a total of two people from each cluster**. This will include any individuals who have already been trained, provided they wish to continue in this ministry. However, the facilitator that is currently trained does NOT need to attend this training. I ask pastors, principals, PLC's, Pastoral Associates, and Agency Directors to work together to choose appropriate persons for this ministry.

The Initial Child Protection Policy Training is an ongoing ministry presented to individuals new to the parish, school or agency who will have substantial contact with children/youth. In light of the continuing need for training it would be most advantageous for the program to have a trained facilitator available within each cluster. Having a trained facilitator will positively effect the timely presentation of the program as a customary part of the employment or volunteer process, and decrease some of the travel on the part of employees and volunteers. More facilitators will allow for more trainings, more frequently in each part of the diocese. Although the facilitator might only conduct the trainings within their cluster, the training itself will be open to anyone. A facilitator will be able to present the training, but cannot train others as facilitators.

Requirements to become a facilitator are that the person: (1) attended an Initial Child Protection Policy Training session, (2) is comfortable speaking to groups of people, especially adults, (3) is willing to discuss the subject of child abuse, and (4) believes this program will make a positive difference.

Since this training will be for a relatively small group of people, I am only offering it once. Most clusters already have the allotted number of individuals trained, so in that case you may replace a trainer, but NOT add a trainer. By everyone attending the same training the information that all hear will be

Office of Child Protection

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consistent. Also materials will be handed out, so I will be hosting it in Belleville, as I cannot transport the amount of materials that will be needed for each cluster. Please indicate during registration if a DVD or VHS tape would be most beneficial and an estimate of the amount of people who will need to be trained in the upcoming year.

Facilitating the Initial Child Protection Policy Training is a rewarding experience. *This is an opportunity for yourself or someone designated by you* to share the knowledge of the steps we can all take to help prevent child abuse and neglect and also assist the diocese in complying with the Bishop's Charter for the Protection of Children and Young People. Please take a moment to consider becoming a part of this significant ministry for the Church.

If you or someone recommended by you would be interested in facilitating the Initial Child Protection Policy Training within your cluster please complete the Training Registration sheet attached and return via fax at 618-212-0055, or email at jmatt@diobelle.org by June 22, 2010. Registration is required!! I can be reached at the telephone number on the letterhead to answer any questions you may have about the program.

Thank you for your consideration of this request and also for your cooperation and efforts thus far in protecting the children of the Diocese of Belleville in Illinois.

Sincerely,

Lynn Muscarello
Director of Child Protection Services

INITIAL CHILD PROTECTION POLICY FACILITATORS TRAINING
PLEASE RETURN BY June 22, 2010

Facilitator: _____ Phone: _____

Facilitator: _____ Phone: _____

Please Circle: (Every place that the training will be hosted will need to utilize this medium)

VHS DVD

Amount of Materials Requested: _____