

Help Sheet: Safeguarding Training by Position

Persons who wish to be qualified in Safeguarding for a particular position in an organization will be assigned video courses appropriate to that position. Depending upon their position, they may also be required to take Live Engagement training.

- All required video courses used for Safeguarding training are posted on the Praesidium Academy website. These video courses may be taken in Spanish or English. All Safeguarding applicants who are approved for training will receive an email with instructions for accessing the required videos.
- Live Engagement training, when required, must be taken either in-person or on Zoom after all required video course have been completed. When required, Safeguarding Applicants will receive an email invitation to sign up for a Live Engagement training.
- All Safeguarding training for a position must be renewed every five (5) years.

In addition to the assigned video courses, Praesidium Academy hosts many other online video courses. The Safeguarding Office has recommended some of these additional videos by position. The videos are **not required** to meet Safeguarding qualifications, and the **Safeguarding Records System (SRS) does not track the completion of these videos or count them toward training requirements**, even if an organization chooses to require an employee or volunteer to take a recommended video course.

Below are the training requirements by position, along with renewal requirements, and a list of recommended video courses for additional training.

1. Head of/Supervisor/SRA/SC/Trainer

Live Engagement Training Required Every 5 years.

Videos required for Initial Training

- Safe Church, Safe Communities Universal Training: Introduction and Theological Background
- Safe Church, Safe Communities Universal Training: Healthy Boundaries
- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies
- Safe Church, Safe Communities Specialty Training: Power and Relationships
- Safe Church, Safe Communities Specialty Training: Bullying
- Safe Church, Safe Communities Specialty Training: Abuse and Neglect
- Add-On for Trainers: Safe Church, Safe Communities Specialty Training: Pastoral Relationships
- Add-On for Employees and Volunteers Who Serve in Staff Positions: Safeguarding Your Community: Preventing Sexual Harassment in the Workplace for Employees and Volunteers in the Workplace

Videos required for Renewal (every 5 years)

- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies
- Safe Church, Safe Communities Specialty Training: Bullying
- Safe Church, Safe Communities Specialty Training: Abuse and Neglect
- Add-On for Employees and Volunteers Who Serve in Staff Positions and for Trainers: Safeguarding Your Community: Preventing Sexual Harassment in the Workplace for Employees and Volunteers in the Workplace

Recommended Video Courses (not required)

- Recognizing Abuse and Exploitation in Elder Serving Programs
- Preventing Sexual Activity Among Young Children
- Preventing Sexual Activity Among Adolescents
- Preventing Bullying (Generic-Youth Org)
- Keeping Your School Safe
- Keeping Your Camp Safe
- Keeping Your Church Safe
- Social Media Safety

2. Administrator/Facilities/Security (Non-Supervisory)

No Live Engagement Training Required

Video Required for Initial Training

- Safe Church, Safe Communities Universal Training: Introduction and Theological Background
- Safe Church, Safe Communities Universal Training: Healthy Boundaries
- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies
- Safe Church, Safe Communities Specialty Training: Bullying
- Safe Church, Safe Communities Specialty Training: Abuse and Neglect
- Add-On for Employees and Volunteers Who Serve in Staff Positions: Safeguarding Your Community: Preventing Sexual Harassment in the Workplace for Employees and Volunteers in the Workplace

Videos Required for Renewal (every 5 years)

- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies
- Safe Church, Safe Communities Specialty Training: Bullying
- Safe Church, Safe Communities Specialty Training: Abuse and Neglect
- Add-On for Employees and Volunteers Who Serve in Staff Positions: Safeguarding Your Community: Preventing Sexual Harassment in the Workplace for Employees and Volunteers in the Workplace

Recommended Videos (not required)

None

3. Lay Minister/Teacher/Coach/Counselor (Non-Supervisory, Including Vendors in These Roles)

Live Engagement Training Required Every 5 Years

Videos Required for Initial Training

- Safe Church, Safe Communities Universal Training: Introduction and Theological Background
- Safe Church, Safe Communities Universal Training: Healthy Boundaries
- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies
- Safe Church, Safe Communities Specialty Training: Bullying
- Safe Church, Safe Communities Specialty Training: Abuse and Neglect
- Add-On for Persons Who Minister to Vulnerable Adults: Safe Church, Safe Communities Specialty Training: Pastoral Relationships
- Add-On for Employees and Volunteers Who Serve in Staff Positions: Safeguarding Your Community: Preventing Sexual Harassment in the Workplace for Employees and Volunteers in the Workplace

Videos Required for Renewal (every 5 years)

- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies
- Safe Church, Safe Communities Specialty Training: Bullying
- Safe Church, Safe Communities Specialty Training: Abuse and Neglect
- Add-On for Persons Who Minister to Vulnerable Adults: Safe Church, Safe Communities Specialty Training: Pastoral Relationships
- Add-On for Employees and Volunteers Who Serve in Staff Positions: Safeguarding Your Community: Preventing Sexual Harassment in the Workplace for Employees and Volunteers in the Workplace

Recommended Videos (not required)

- Recognizing Abuse and Exploitation in Elder Serving Programs
- Preventing Sexual Activity Among Young Children
- Preventing Sexual Activity Among Adolescents
- Preventing Bullying (Generic-Youth Org)
- Keeping Your School Safe
- Keeping Your Camp Safe
- Keeping Your Church Safe
- Social Media Safety

Live Engagement Training Also Required Every 5 Years

4. Governance—Vestry, Bishop’s Committee, Board

No Live Engagement Required (Except for Wardens; see below)

Videos Required for Initial Training

- Safe Church, Safe Communities Universal Training: Introduction and Theological Background
- Safe Church, Safe Communities Universal Training: Healthy Boundaries
- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies
- Safe Church, Safe Communities Specialty Power in Relationships
- Safeguarding Your Community: A Review of the Episcopal Diocese Texas Policies for Vestries, Bishop’s Committees and Governing Boards

Videos Required for Renewal (every 5 years)

- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies
- Safeguarding Your Community: A Review of the Episcopal Diocese Texas Policies for Vestries, Bishop’s Committees and Governing Boards

Recommended Videos

- Safe Church, Safe Communities Specialty Training: Bullying
- Safe Church, Safe Communities Specialty Training: Abuse and Neglect

5. Warden

Live Engagement Training Required Every 5 Years

Videos Required for Initial Training

- Safe Church, Safe Communities Universal Training: Introduction and Theological Background
- Safe Church, Safe Communities Universal Training: Healthy Boundaries

- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies
- Safe Church, Safe Communities Specialty Power in Relationships
- Safeguarding Your Community: A Review of the Episcopal Diocese Texas Policies for Vestries, Bishop's Committees and Governing Boards

Videos Required for Renewal (every 5 years)

- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies
- Safe Church, Safe Communities Specialty Power in Relationships
- Safeguarding Your Community: A Review of the Episcopal Diocese Texas Policies for Vestries, Bishop's Committees and Governing Boards

Recommended Videos (not required)

- Safe Church, Safe Communities Specialty Training: Pastoral Relationships
- Safe Church, Safe Communities Specialty Training: Bullying
- Safe Church, Safe Communities Specialty Training: Abuse and Neglect

6. Treasurer

No Live Engagement Required

Videos Required for Initial Training

- Safe Church, Safe Communities Universal Training: Introduction and Theological Background
- Safe Church, Safe Communities Universal Training: Healthy Boundaries
- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies

Videos Required for Renewal (every 5 years)

- Safe Church, Safe Communities Specialty Power in Relationships
- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies`

Recommended Videos

- Safe Church, Safe Communities Specialty Training: Bullying
- Safe Church, Safe Communities Specialty Power in Relationships

7. Vendor/Contractor (Recurrent Presence But No Direct Interaction)

No Live Engagement Required

Videos Required for Initial Training

- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies **OR**
- Special Live Policy Review (with consent of Safeguarding Office)

Videos Required for Renewal (every 5 years)

- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies **OR**
- Special Live Policy Review (with consent of Safeguarding Office)

Recommended

None

8. Key Holder

No Live Engagement Required

Videos Required for Initial Training

- Safe Church, Safe Communities Universal Training: Introduction and Theological Background
- Safe Church, Safe Communities Universal Training: Healthy Boundaries
- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies

Videos Required for Renewal (every 5 years)

- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies

Recommended Videos

- Safe Church, Safe Communities Specialty Training: Abuse and Neglect

Clergy, Clergy Student

Clergy Live Engagement Required Every 5 Years

Videos Required

- Safe Church, Safe Communities Universal Training: Introduction and Theological Background
- Safe Church, Safe Communities Universal Training: Healthy Boundaries
- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies
- Safe Church, Safe Communities Specialty Training: Power and Relationships
- Safe Church, Safe Communities Specialty Training: Pastoral Relationships
- Safe Church, Safe Communities Specialty Training: Bullying
- Safe Church, Safe Communities Specialty Training: Abuse and Neglect
- Safeguarding Your Community: Preventing Sexual Harassment in the Workplace for Employees and Volunteers in the Workplace

Videos Required for Renewal (every 5 years)

- Safeguarding Your Community: A Universal Review of Episcopal Diocese of Texas Safeguarding Policies
- Safe Church, Safe Communities Specialty Training: Power in Relationships
- Safe Church, Safe Communities: Pastoral Relationships
- Safeguarding Your Community: Preventing Sexual Harassment in the Workplace for Employees and Volunteers in the Workplace

Recommended Videos

- Recognizing Abuse and Exploitation in Elder Serving Programs
- Keeping Your Church Safe
- Safe Church, Safe Communities Specialty Training: Bullying (for renewal)
- Safe Church, Safe Communities Specialty Training: Abuse and Neglect (for renewal)

9. Safeguarding Office Approved (SOA)

Training As Assigned by Safeguarding Office with consent of Safeguarding Minister