

Creating a Safe Environment (for Volunteers) Online Training Instructions

All adult volunteers working with children, youth, or vulnerable adults need to complete the same training—whether they are new, renewing after 3 years, working with children/youth, or working with vulnerable adults. In-person training remains an option, and it is the only option for teen volunteers.

Introduction

There are 5 courses in the training:

1. Meet Sam
2. It Happened to Me
3. Exploitation in Elder-Serving Programs
4. Abuse Risk Management for Volunteers
5. DOR policies – Volunteers

The first four courses include action plans. These are for your enrichment. You may choose to print them or not. If you open an action plan, simply close it to return to the training.

Technical support is available Monday - Friday from 8:00 A.M. to 5:00 P.M. by calling the Diocese of Rochester's Helpdesk at **1-800-844-7177**. We welcome comments or suggestions; send them to helpdesk@dor.org.

TO CREATE AN ACCOUNT TO ACCESS THE TRAINING:

1. In the address bar of the web browser, type in the address www.dor.training. (Note: This program will not run on Microsoft Edge. Recommend using Google Chrome.)
2. Click on “Diocesan Training” in the blue bar, scroll down and click on “Volunteer Training”

Mail - Carmen Rollinson - Outlo... x Diocese of Rochester x +

dor.training

ROMAN CATHOLIC
DIOCESE OF ROCHESTER
ONLINE LEARNING

Home | Marriage Preparation | For Your Ministry | CYO Athletics | Diocesan Training | REGISTER FOR LIVE EVENTS

WELCOME TO THE NEW DIOCESE OF ROCHESTER LEARNING MANAGEMENT SYSTEM!

Thank you for exploring our Online Learning Management System. Choose from the menu options above to begin your online education experience.

[Marriage Preparation](#)
An online experience designed to help couples grow in their understanding and appreciation of the vocation of marriage in the Church. It is capped off by a conversation with the priest, deacon, or staff person who is preparing you for the Sacrament.

[For Your Ministry](#)
An online collection of catechetical tools including certification and adult education opportunities.

[Catholic School Teacher Certification](#)
A training for teachers in the Catholic School System beginning with "Teach, Lead, Serve" in the first year and continuing with other basics in our


3. Scroll down to select the English or Spanish version and click on “Register Now”

Home | Marriage Preparation | For Your Ministry | CYO Athletics | Diocesan Training | REGISTER FOR LIVE EVENTS

VOLUNTEER TRAINING

For technical support: Call the Helpdesk at 1-800-844-7177

If you are a volunteer at one of the Parishes, Schools, or Ministries in the Diocese of Rochester, select the Volunteer Course in either Spanish or English.




Creating A Safe Environment (For Volunteers)

5 online courses about creating and maintaining a safe environment.

Free Course

Register now




Entorno Seguro - Voluntariados (Para Voluntarios)

5 cursos en línea sobre temas importantes sobre creando y manteniendo un entorno seguro.

Free Course

Register now

 Catholic Faith
TECHNOLOGIES

Powered by Catholic Faith Technologies, a CD2 Company

4. Click on “Add to Cart”

myCatholicFaith
DELIVERED™

← GO BACK

Safe Environment - Volunteers


Price: \$0.00 (USD)

In Stock: Yes

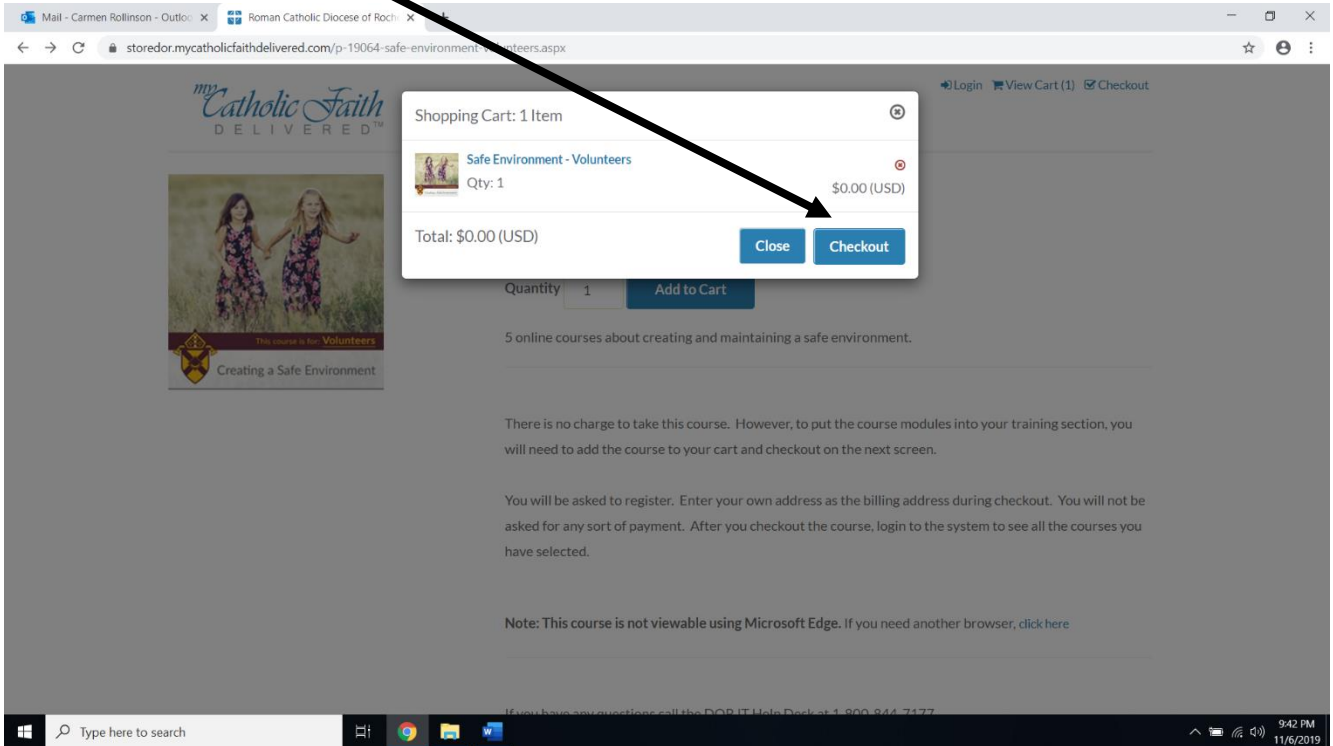
Quantity

Description: There is no charge to take this course. However, to put the course modules into your training section you will need to add the course to your cart and checkout on the next screen. You will be asked to register. Enter your parish's address as the billing address during checkout. You will not be asked for any sort of payment. After you checkout the course, login to the system to see all the courses you have selected.

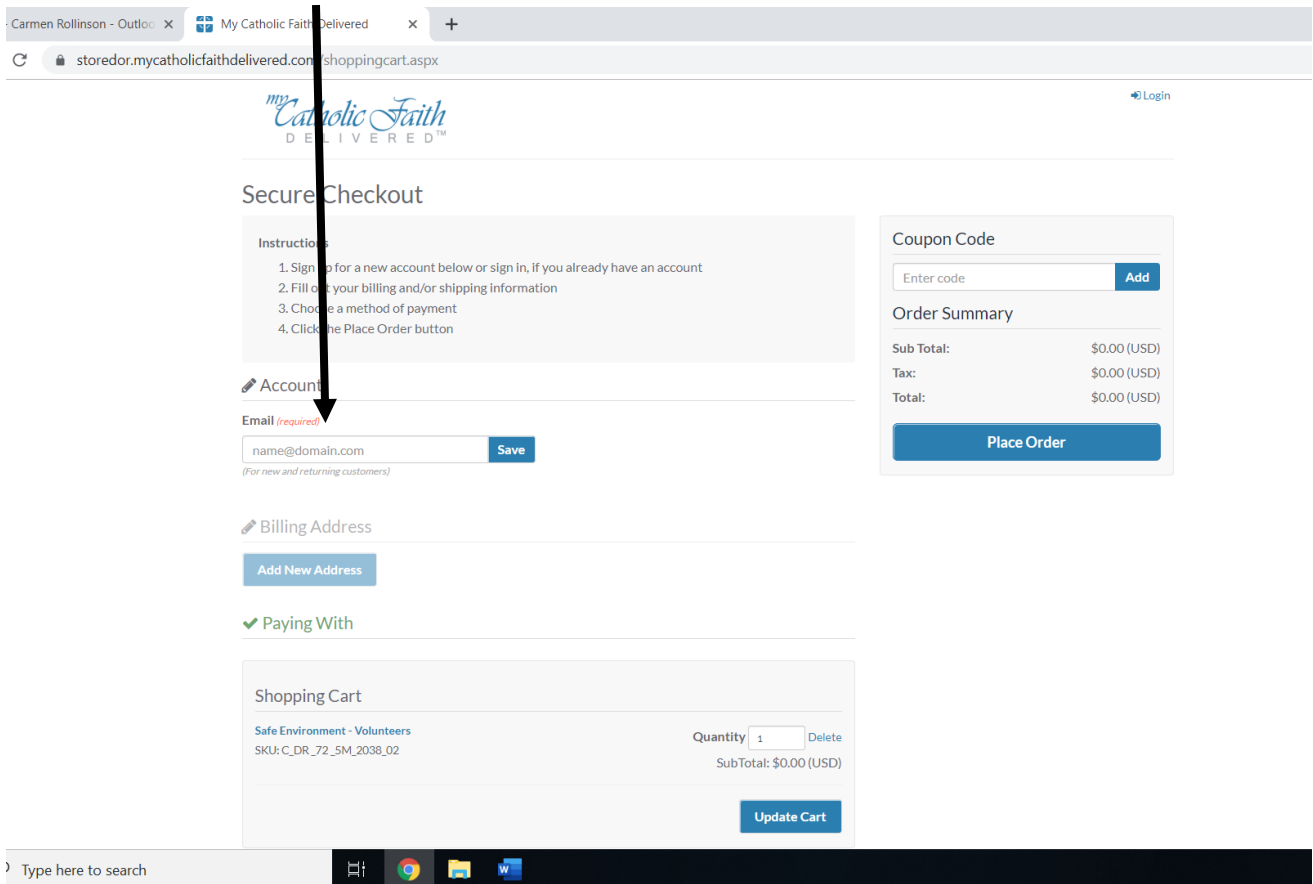
If you have any questions call the DOR IT Help Desk at 1-800-844-7177.


ROMAN CATHOLIC
DIOCESE OF ROCHESTER

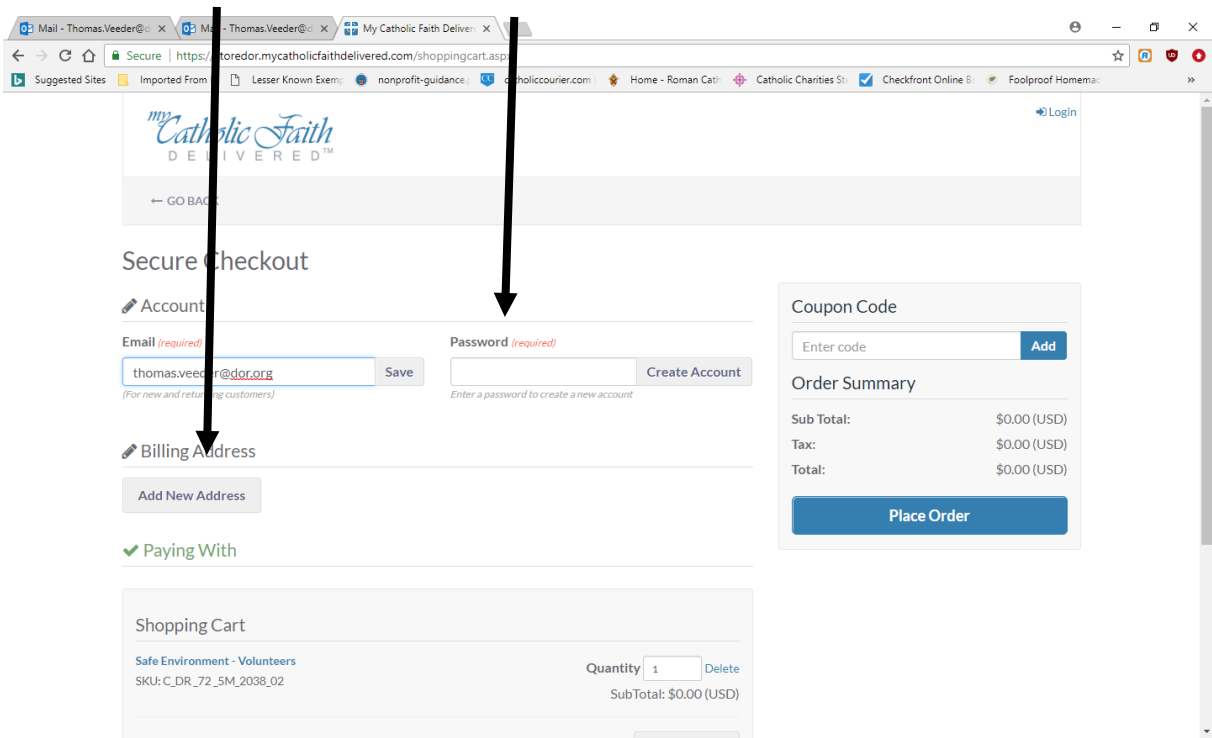
6. Click on "Checkout"



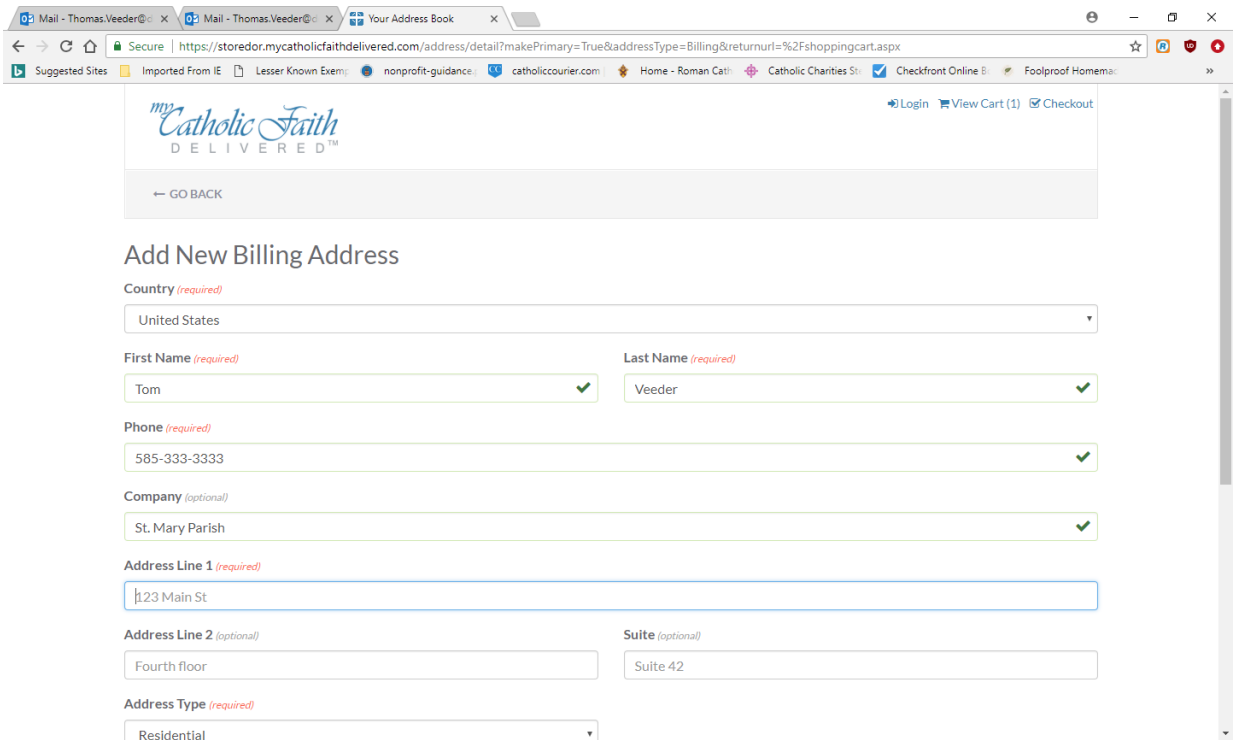
7. Enter your email address and click "Save"



- Enter a password and click “Create Account” if this is your first time. Your password must be between 8 and 20 characters. It must include at least 1 uppercase letter, 1 lowercase letter, 1 number, and 1 special symbol (# \$ % ^ & * @ ! ~ are acceptable).
- Click on “Add New Address.”

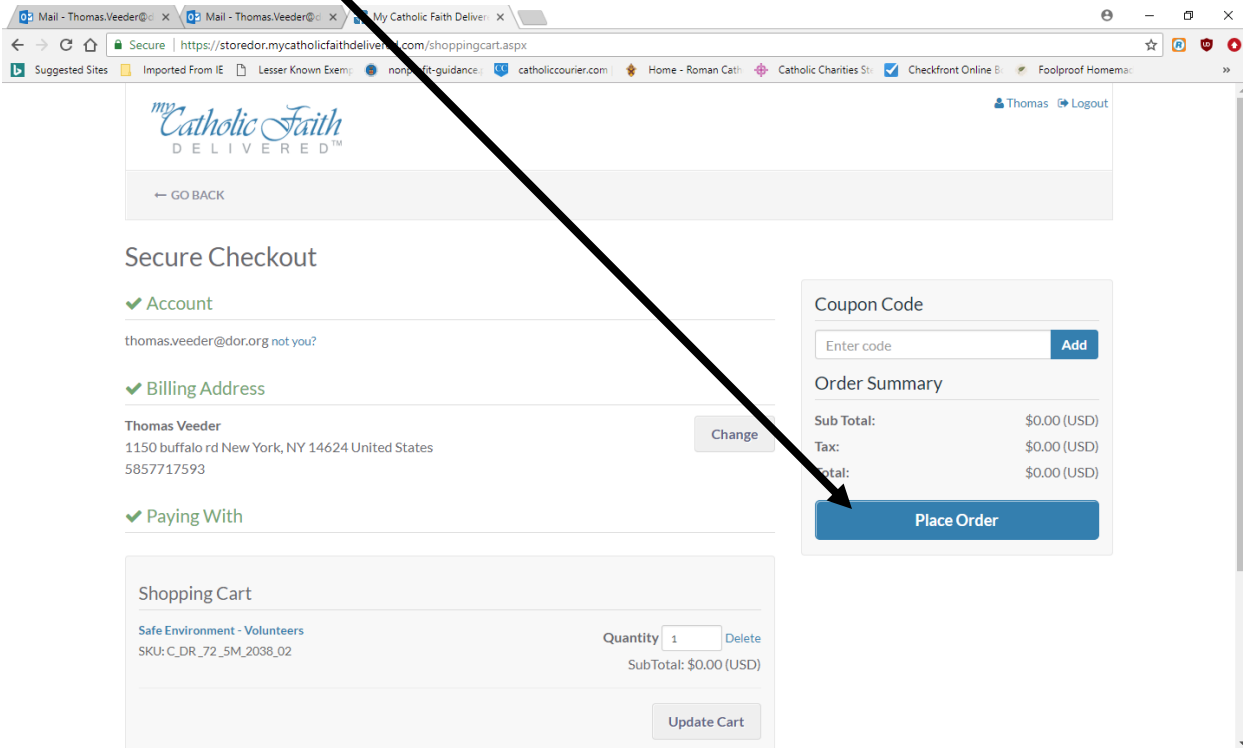


- Enter your name and the address of your Parish/School/Ministry. Remember there will be no cost for this training.

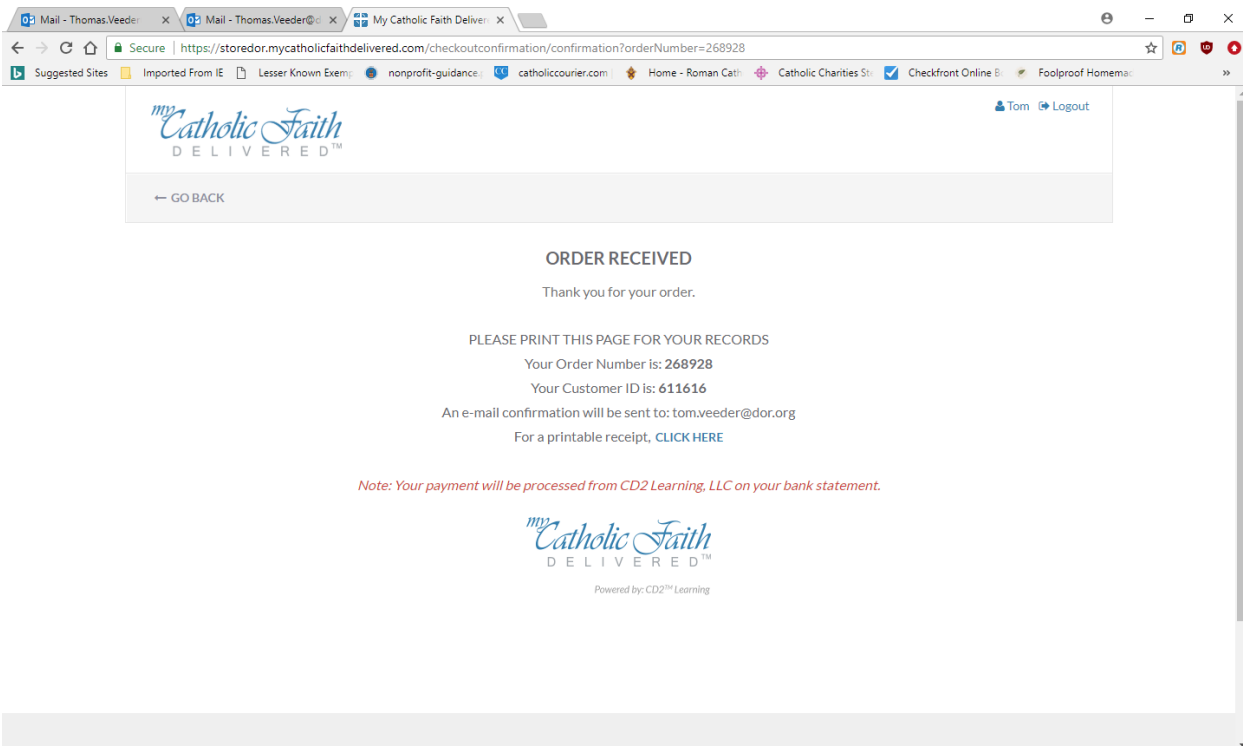


Click on Place Order

Note: This setup is lengthy but you will only need to do it once.

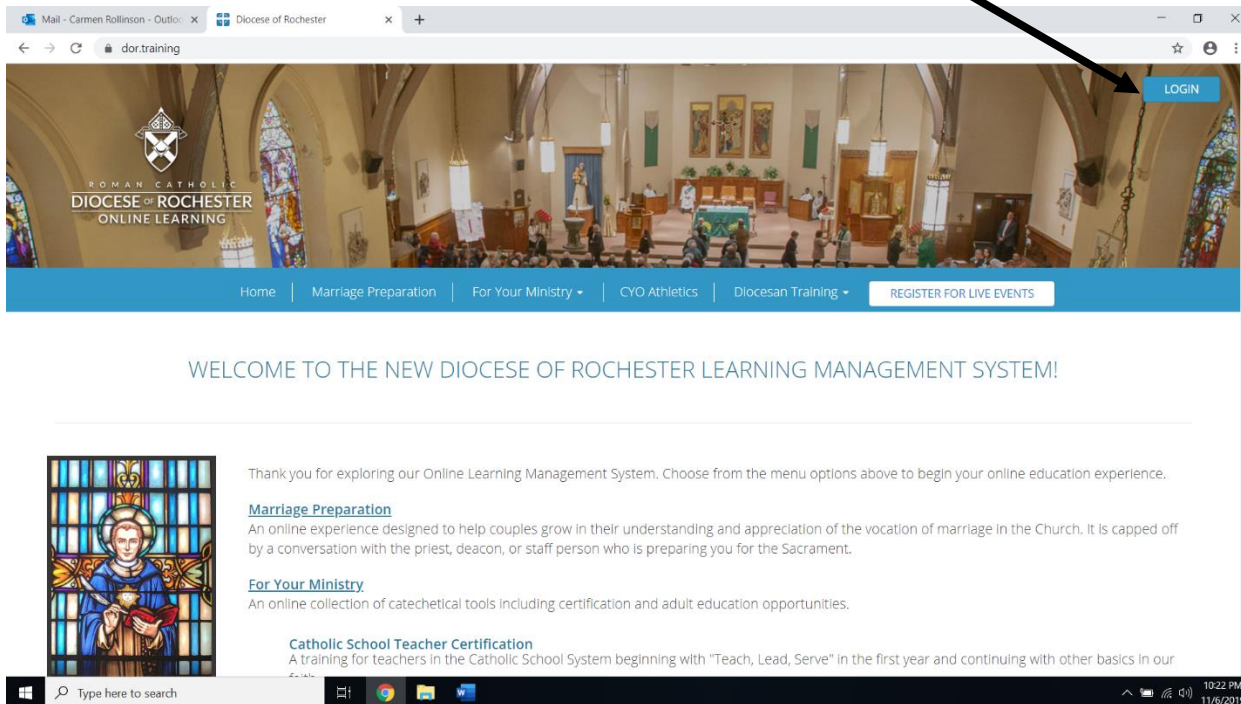


11. You do not need to print the receipt since there is no cost. Some other trainings require payment. Safe Environment does not. Log off, closing the browser. See page 6 for instructions to access training.

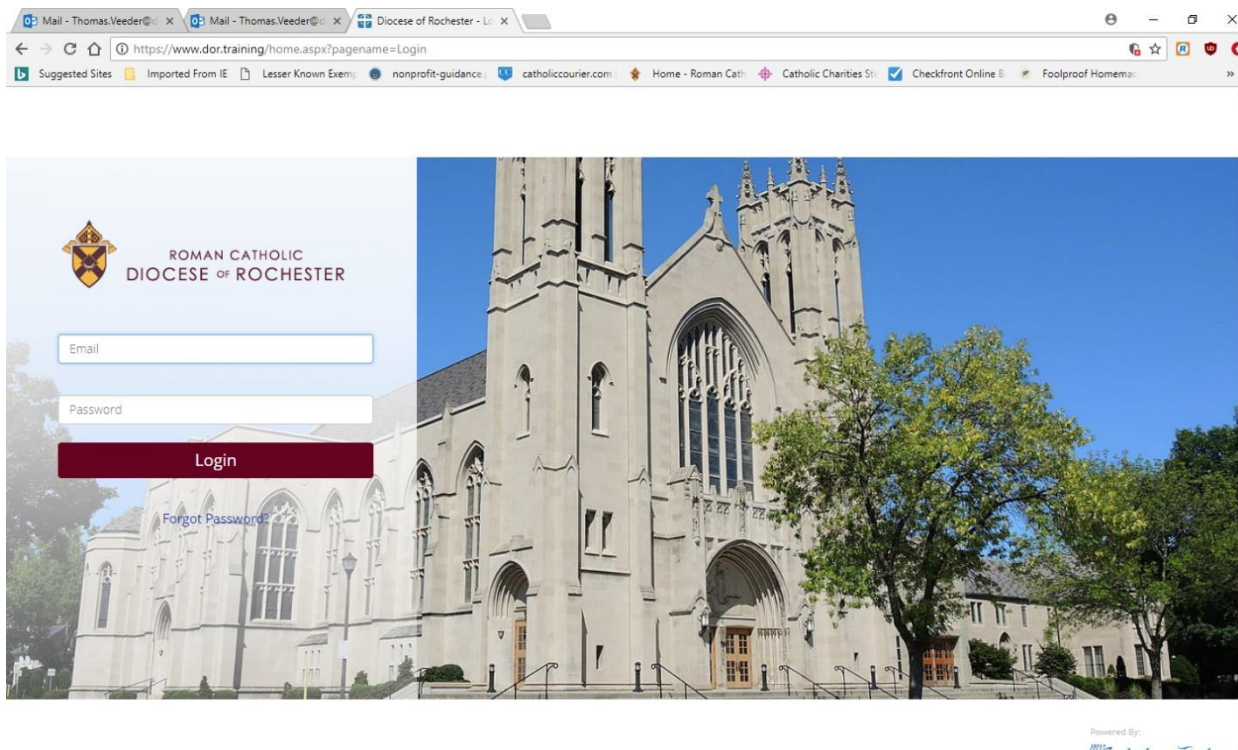


TO ACCESS SAFE ENVIRONMENT TRAINING:

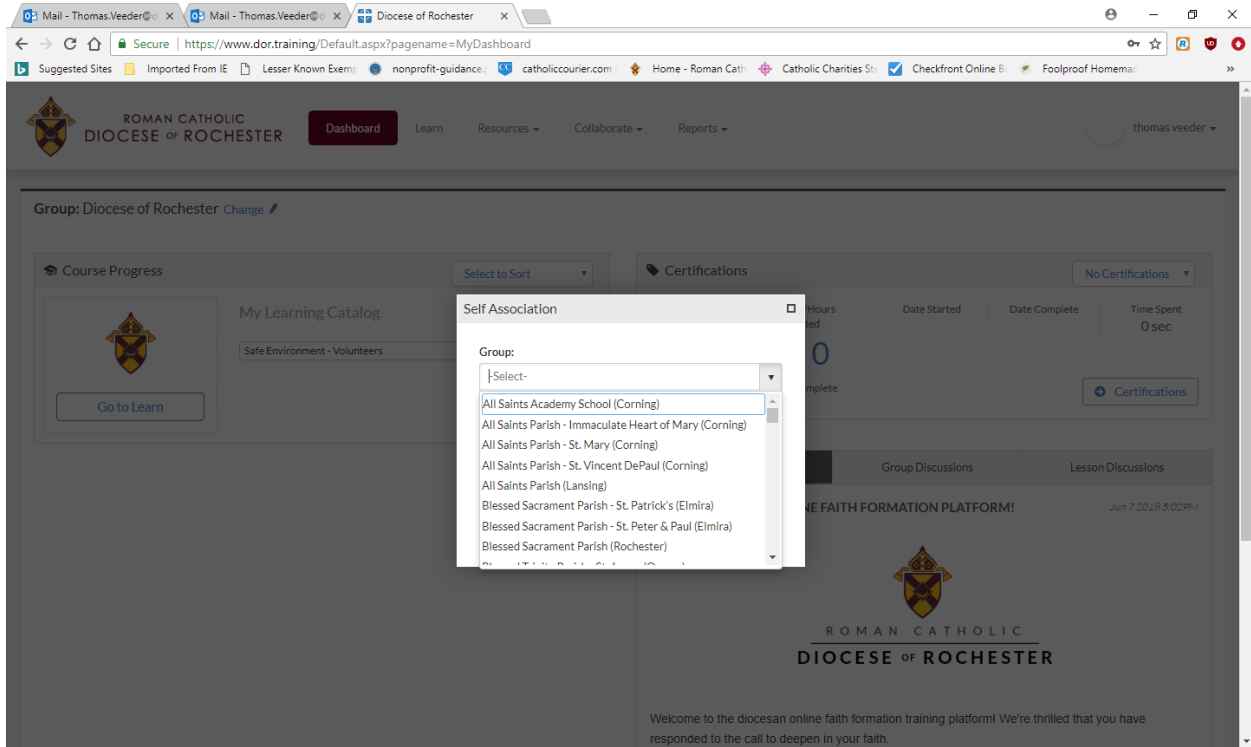
1. In the address bar of the web browser, type in the address www.dor.training. (Note: This program will not run on Microsoft Edge. Recommend using Google Chrome.)
2. Choose "Login" in the upper right-hand corner to access your courses.



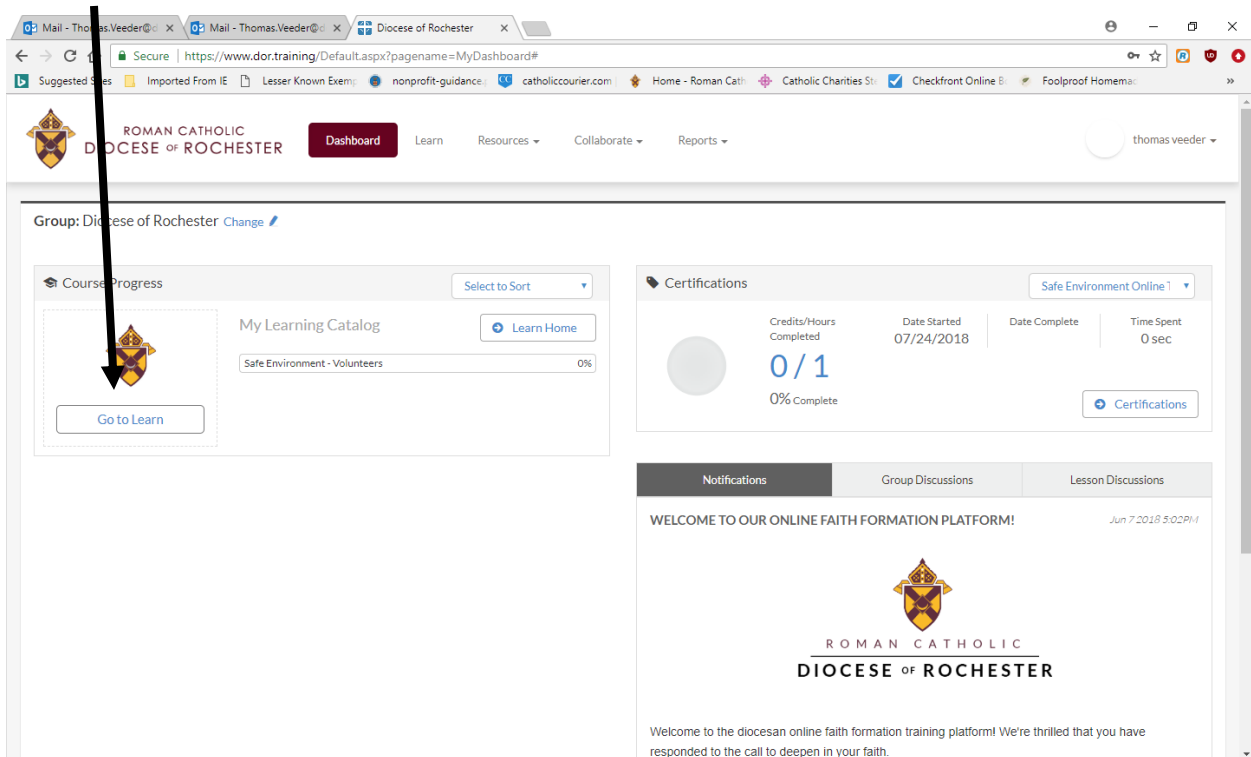
3. Enter your email address and the password you just created.



4. You will be asked to select your parish/school/ministry.



5. Click on "Go to Learn" to begin your training.



Notes:

You must complete all 5 parts of the safe environment training for volunteers. Please do these in order. Each of the first four courses ends with quiz questions. To go to the next course, click the button that says “Return to activities” in the top left-handed corner.

You may stop and log out between courses.

When you have completed all 5 parts, please print your certificate and give a copy to your parish/school Creating a Safe Environment Coordinator.

Thank you for your ministry!