

Faith in Action

Safe Environment Member Roles

Roles	Training	Background Check	ARMATUS Administration
State Council			
State Deputy	✓		✓
State Advocate	✓		✓
State Program Director	✓		✓
State Youth Director	✓	✓	✓
State Family Director	✓	✓	✓
State Community Director	✓	✓	✓
State Squire Chairman	✓	✓	✓
Subordinate Council			
Grand Knight	✓		✓
Faithful Navigator	✓		
Program Director	✓		✓
Family Director	✓	✓	
Community Director	✓	✓	
Chief Counsellor	✓	✓	
Adult Counsellor	✓	✓	



Star Council Eligibility

United States and Canada Council Compliance Checklist (without Columbian Squire Circle)

- Grand Knight – training; compliance dashboard access
- Program Director – training; compliance dashboard access
- Family Director – training; background check
- Community Director – training; background check



Star Council Eligibility Key Points

- Leaving one or more of the council director roles vacant **DOES NOT** exempt a council from safe environment requirements.
- Councils **must** fill program director, family director and community director with members, who, along with the council's grand knight, are willing to comply with all safe environment requirements
- Leaving one or more of these roles vacant **disqualifies** a council from Star Council eligibility.
- Remember, initial training consists of 3 modules, and refresher training consists of 2 modules.



DEADLINE

ALL APPOINTMENTS AND
REQUIREMENTS
MUST BE COMPLETED BY

MAY 1, 2019



Knights of Columbus Safe Environment Program

WHY?



CREDIBILITY

Faith In Action depends on the credibility of the Knights of Columbus as an organization that promotes safe environments and abuse awareness and prevention



OUR COMMITMENT

Brother Knights serving in key leadership roles must be trained to safeguard children and other vulnerable persons by recognizing the signs of possible abuse



2018-19 GOAL

100% COMPLIANCE

**FOR ALL MEMBERS REQUIRED TO
UNDERGO TRAINING AND BACKGROUND
CHECKS IN YOUR JURISDICTION**



Armatus Administration

- LOG ON to *Praesidium Armatus* with your username and password

Login
Login using your username and password:

Username

Password

Need your Armatus username or password?

Login

- Praesidium has created a tutorial specifically for the Knights of Columbus
- Only State Deputies, State Advocates, State Program Directors, State Community Directors, State Family Directors, Squires Chairmen, State State Youth Directors, Grand Knights, and Council Program Directors have access the Armatus Administration dashboard



- Scroll to the bottom of the page and click [Here](#) to view the [Administrative Module Tutorial](#). Praesidium has created a tutorial



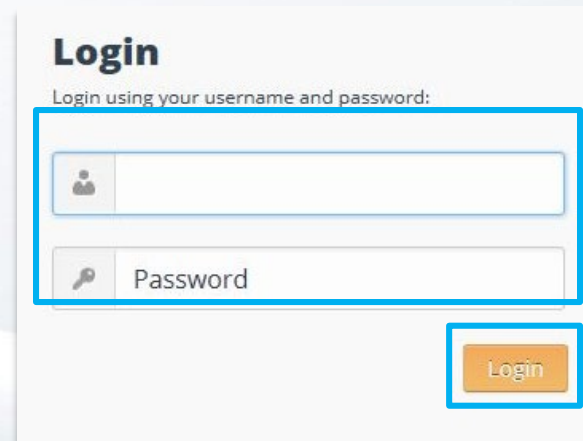
Armatus Administration

ARMATUS SYSTEMS ADMINISTRATION

The Administrative Module records which members have successfully completed all required modules. Your access to administrative functions and data is determined by your position. State Deputies, State Advocates, State Program Directors, State Youth Directors, State Family Directors, State Community Directors, and State Squire Chairmen may view compliance data for their jurisdiction, and Grand Knights and Program Directors may view data for their councils.

Click [here](#) for an Administrative Module tutorial.

- Click on [Armatus Administration](#) and enter your username and password and click [Login](#).



Login

Login using your username and password:

Login



- Click on **Organizations**.
- Click on **Current Course Status**. Once you run this report, you will have the option to export it to Excel.

The screenshot displays the ARMATUS Administration web interface. At the top left is the ARMATUS logo with the tagline 'learn to protect SYSTEM'. The main header is green and contains the word 'ADMINISTRATION', the user 'Logged in as: RONALD J SCHUSTER', and the 'Selected Org' 'KofC - AB' with a 'Logout' button. Below the header is a dark blue navigation bar with 'Home', 'Organizations', 'Courses', 'Users', 'Resources', 'Support', and 'Help'. A dropdown menu is open under 'Organizations', listing 'Switch Organization', 'View Completion Summary', 'Current Course Status' (highlighted with a red box), 'Historical Course Completion', and 'Current Background Check Status'. The main content area includes a 'Welcome' message, 'Admin Resources' (Administrator Procedures, FAQ, Quick Start Guide, Administration Essentials), and 'Useful Links' (Praesidium Blogs, Praesidium Solutions). Below this are two summary cards: 'At a glance' showing 0 new accounts, 27 courses completed, and 82% user completion; and 'Usage Trends' showing 'Course Completion over Time' with a message 'No completion records are available'.



All other members, especially district deputies, are strongly encouraged to self-register and voluntarily complete our three online safe environment training modules.

www.kofc.org/safe

Click the blue “for all other members” button

registration code: KOFCSAFE

PRAESIDIUM'S ARMATUS®
Safe Environment Program Training
START ►



Officers Online now features separate “apps” for Office of Youth Protection and Home Corporations

Supporting Applications

				
Officers Desk Reference	Office Of Youth Protection	Home Corporations	Knights Gear	Supplies Online



OFFICE OF YOUTH PROTECTION

oyp@kofc.org

(203) 752-4558

FAX: (855) 845-3502

MEMBER HELPLINE

youthleader@kofc.org

(203) 800-4940

FAX: (855) 845-3502

WWW.KOFC.ORG/SAFE

