

Associate Director of Youth Ministry St. Mary of the Expectation

1612 E Walker Street
League City, TX

Summary:

St. Mary Youth Ministry is seeking a passionate and capable individual to join the Youth Ministry team as the Associate Director Youth Minister and Confirmation Coordinator. Under the supervision and support of the Life Teen Youth minister, the position is full-time salaried with benefits. Responsibilities include but are not limited to the following:

- To understand the needs, development and culture of youth, and is able to respond to these in ministry and programming.
- To oversee and lead the Middle School youth group in formation; plan and implement the overall program.
- Assist CORE team in planning and implementing Middle School Youth Group nights. This includes coordinating and attending planning meetings, practices, and set-up.
- To be the primary communicator between program and presenters/core team/parents/volunteer teams.
- Advertise and promote coming Middle School Youth Group nights, retreats, and events by every means available such as posters, flyers, web site, bulletin, social media etc.
- Recruit, screen (including driver screening), lead, evaluate, and provide training, for all Middle School Youth Group and Confirmation small group leaders and teen helpers.
- Oversee with Youth Minister coordination Confirmation preparation and the Sacrament.
- To prepare and be responsible for the logistics in sacramental preparation, classes, retreats, parent meetings, rehearsals and receptions for Confirmation.
- Teach sound doctrinal teaching of Vatican II and the teaching of the Catholic Church
- Work closely with the High School Youth Minister which includes but is not limited to the formation of teen volunteers, retreats, youth group, summer trips, and discipleship groups.
- Develop and maintain a budget for the Middle School and Confirmation programs.
- Plan calendar year to include Middle School Youth Group Nights, Confirmation classes, Retreats, parent meetings, etc., work in coordinating the calendar with the High school youth group activities.
- Periodic catechist and/or volunteer meetings and appreciation dinners.
- Implement all archdiocesan, parish and Faith Formation Department administrative policies as directed or as written in policy handbooks.

Expected Qualifications:

- Committed to intentionally seeking holiness for themselves and growing as an intentional disciple of Jesus Christ daily.
- An example for teens and families by attending Mass and participating in the Catholic Sacraments on a regular basis.
- Strong oral and written communication skills and a strong understanding and ability to articulate Catholic teaching and catechetical method.

Education/Experience:

- Bachelor's Degree (preferably in Theology, Catechetics, Youth Ministry or related field) OR minimum of 2 years of experience in ministry.

Contact information to send resume.

- Please send resumes and cover letters to Lisa Sabatier, Parish Administrator (lisa.sabatier@saintmcc.org)