

# **Part-Time Jr. High Faith Formation Coordinator Mary Queen Catholic Church**

606 Cedarwood Dr.  
Friendswood, TX 77546

## **Summary:**

Mary Queen in Friendswood, TX is seeking a Part-Time Jr High Faith Formation Coordinator. The Coordinator must be a Catholic possessing an active faith in good standing with the Church, with the ability to translate this faith into action for others by promoting Christian values and growth in holiness responding to the spiritual and social needs of the youth in our Parish. The main responsibilities of this position include:

- Coordinate and implement the Sunday Ark program (Jr High Faith Formation) in collaboration with the Ark Core Team and The Director of Adolescent Catechesis and Evangelization.
- Coordinate and chaperone the youth participants for the Annual Archdiocesan Jr High Extreme Challenge.
- plan and implement Jr High summer camp, and coordinate appropriate activities for Jr High aged adolescents, such as Bible studies and community activities.

This position will also assist the High School program during Jr High Faith Formation off weeks and summer, as needed. This position is Part-time (approximately 16 hours per week). This position requires working on approximately 16-18 Sundays per year, as well as some weekends and evenings, as needed.

## **Qualifications:**

Applicant must be an active Catholic in good standing with the Church who believes and professes the teachings of the Catholic Church. This person must also be an active, visible member of a parish community. Experience in working in catechetical ministry or extensive volunteer experience with youth is required. College graduate with Bachelor's in religious studies, Theology, or youth ministry or related area regarding youth is preferred. Must be well versed in Catholic teachings. Must have excellent organization and communication skills, Intermediate to Advanced proficiency levels in Excel, Word, and PowerPoint software. Must have the demonstrated abilities to motivate and dialogue with Jr High aged youth and parents. Must be current in Safe Environment training through CMG Connect with the Archdiocese of Galveston-Houston completed prior to their start date.

Interested candidates who meet the requirements listed above are invited to submit a cover letter, resume, and references via email to: [jlaine@maryqueenchurch.org](mailto:jlaine@maryqueenchurch.org).