Coordinator of Adult Formation  
St. Faustina Church – Fulshear/Katy/Richmond

The Coordinator of Adult Formation at Saint Faustina Catholic Church is a key member of the Faith Formation team, responsible for overseeing the planning, curriculum development, and implementation of various tracks for Adult Faith Formation, as well as Adult Confirmation and RCIA. This individual will work collaboratively with the Director of Faith Formation and other team members to create a dynamic and engaging environment that fosters the spiritual growth and development of adult parishioners. A prayerful presence, strong collaborative skills, creativity, and the ability to think outside the box are essential for this role.

Responsibilities:
- Collaborate with the Director of Faith Formation to develop a comprehensive plan for Adult Faith Formation that aligns with the mission and vision of Saint Faustina Catholic Church.
- Oversee the planning, organization, and implementation of various tracks for Adult Faith Formation, ensuring a diverse range of topics and formats to meet the needs and interests of adult parishioners.
- Develop and implement a curriculum for Adult Confirmation and RCIA programs, incorporating Catholic teachings, sacramental preparation, and spiritual formation.
- Create innovative and engaging learning experiences, incorporating various teaching methods, resources, and technologies to enhance adult faith formation.
- Recruit, train, and provide ongoing support for volunteers and facilitators for Adult Faith Formation programs.
- Develop and maintain relationships with parishioners, providing pastoral care and guidance when needed.
- Collaborate with other ministries and parish groups to promote integration and collaboration in adult faith formation initiatives.

Qualifications:
- Practicing Catholic in good standing with a deep commitment to the Catholic faith and a personal relationship with Jesus Christ.
- Demonstrated ability to foster a prayerful presence and cultivate a faith-filled environment.
- Bachelor's degree in Theology, Religious Studies, or a related field is preferred.
- Experience in adult faith formation, curriculum development, or related areas is highly desirable.
- Strong organizational and project management skills, with the ability to prioritize tasks and meet deadlines.
- Excellent interpersonal and communication skills, with the ability to work effectively with individuals of diverse backgrounds and age groups.
- Creativity and the ability to think outside the box to develop innovative solutions for program development and growth.
- Proficiency in using technology and multimedia resources to enhance learning experiences.
- Ability to work collaboratively as part of a team and effectively delegate responsibilities.
- Bilingual skills (English and Spanish) are preferred to better serve the diverse needs of the parish community.

This position reports to the Director of Faith Formation and is a full-time role. Salary and benefits will be commensurate with qualifications and experience.

Note: This job description is intended to convey information essential to understanding the scope of the Coordinator of Adult Formation position at Saint Faustina Catholic Church. It is not intended to be exhaustive and may be subject to change or modification at the discretion of the church administration.

Interested candidates who meet the requirements listed above are to submit a cover letter, resume, and references via email to info@saintfaustinachurch.org with Coordinator of Adult Formation in the subject line or mail to: St. Faustina Catholic Church Attn: Coordinator of Adult Formation, P. O. Box 1099, Fulshear, TX 77441.