Summary:
St. Bernadette Catholic Church is looking for a full-time Director of Ministry to Youth Ministry. This position is responsible for evangelizing and forming the faith of the High School Youth by providing a comprehensive youth ministry reflected in “Renewing the Vision.”

Duties and Responsibilities:
- Assist in the Sacramental Preparation for Confirmation, as agreed upon with the Director of Adult Faith Formation
- Inspire, recruit, form, train, lead and support a parish Youth Ministry Team
- Form, train and support a Youth Leadership Team
- Develop and coordinate a comprehensive catechetical program for all High School Youth including weekly Youth Bible Study & Faith Sharing
- Collaborate and coordinate ministry with Bay Area Deanery Youth Ministers
- Speak to and for youth in the public area of parish life, school, and community
- Engage youth in multigenerational programs and services
- Advocate and encourage participation in the Archdiocesan Church including Youth Conference, Retreats, Youth Council, Brave the Wilderness, etc.
- Meaningful outreach to youth in the parish community who are not engaged in regular formation
- Assist with Annual Senior Youth Service Projects
- Mentor Youth leadership development through a Youth Leadership Team and leadership focused events
- Coordinate a speaker series that includes leadership skills development
- Campus visits to local school districts and two annual visits to college campuses
- Regularly scheduled after school office hours for youth and parents
- Maintain an appropriate and monitored youth social media
- Coordinates with pastoral staff to provide opportunities for spiritual direction, seasonal prayer opportunities, service opportunities, and Adoration.
- Operates within an establish budget, monitors and fully accounts for spending, and receipts
- Familiarity with community agencies and resources that interface with youth
- Seeks continuing education and training in fields of youth ministry and catechesis
- Works with a spiritual director and participates in one personal retreat each year which they are not personally responsible for planning or leading
- Other duties as assigned

Qualifications:
- Faithfully practicing Roman Catholic with an active spiritual life
- Fully compliant with Archdiocesan policies and Safe Environment policies
- 3-5 years of experience in ministry to youth
- BA or MA in Religious Education, Catechesis, Theology, or Pastoral Ministry preferred
- Familiarity with social medial and Microsoft Office
- Expectation of at least a 40-hour work week, flexibility to be available for programming on evenings and weekends
- Continuing education through seminars and conferences within the Archdiocese
- Team player
- Other duties as assigned

Interested applicants are invited to email their cover letter and resume to Jason Honeycutt Director of Faith Formation at honeycuttj@stbchurch.org or mail the information directly to the church.