

Director of Youth Ministry

Summary: Mary Queen Catholic Church is looking for a full-time Director of Youth Ministry. This position is responsible for evangelizing and forming Parish Youth by providing a comprehensive Youth Ministry Program.

Duties and Responsibilities:

- Develop and coordinate a comprehensive catechetical program for parish youth including Faith Formation, Bible Study, and Social Events
- Coordinate with Faith Formation Team and Pastoral Staff to develop and carry out special events, seasonal prayer opportunities, and service opportunities
- Mentor youth leadership development through the Parish Youth Council and leadership focused events
- Work with Committee and other staff for One Major Youth Ministry fundraiser per year
- Maintain appropriate and monitored youth social media
- Plan for and execute youth retreats and camps
- Operate within an established budget, monitor and fully account for spending and receipts
- Participate in St Charbel Youth Center Open Hours to meet with Youth and/or parents
- Participate in local school lunch visits as allowed
- Coordinate Sacramental Preparation for Confirmation Formation
- Assist Jr High Youth Minister with Curriculum
- Support Jr High Youth Minister with events and catechesis as needed
- Other duties as assigned

Qualifications:

- Minimum of a bachelor's degree in a related field of study (Theology, Catechesis, Pastoral Studies preferred)
- Minimum of 3-5 Years of Youth Ministry experience on parish staff or a volunteer setting
- On-going Pastoral and educational formation through the Archdiocese or Other qualified university or Catholic Program
- Active and in full communion with the Roman Catholic Church
- Believe, abide by, and willing to Pastorally teach all Moral teachings of the Roman Catholic Church
- Participate in the life of the Parish Community
- Demonstrated computer capability is required. Highly competent in the use of Microsoft Office, Word, Excel, PowerPoint and ParishSoft data system a plus

Send Cover letter and Resume to: Jlaine@maryqueenchurch.org