

Director of Elementary Formation St. Mary Magdalene Catholic Church

Humble, Texas

St. Mary Magdalene Catholic Church has an immediate opening for a full-time, salaried **Director of Elementary Formation (DEF)**. The DEF will develop and coordinate a comprehensive systematic catechesis program for grades Kindergarten – 5th Grade while working within the archdiocesan Catechetical Framework. Additionally, the DEF will coordinate the parish sacramental preparation programming for Reconciliation and Eucharist, as well as the elementary “home-based catechesis” program.

A qualified applicant must: be an active and practicing Catholic (in full communion with the Church) and be at least 21 years of age with a minimum of 3 years of parish Catechetical experience; hold a Bachelor’s degree in Theology, Religious Education, Youth Ministry, or a related field – or equivalent combination of experience and education. The applicant must also have a strong Catholic theological background; possess strong interpersonal, communication, and organizational skills; be able to effectively and efficiently manage fluctuating demands and deadlines, as well as ministry volunteers. Experience using Windows-based computers with Microsoft Office software is essential. Verbal and written communication in English is required; fluency in Spanish is a plus.

Please submit a resumé with cover letter, salary requirements, and references to Fr. Felix Osasona, MSP via email at pastor@st-mm.com; no telephone inquiries, please. Interested applicants should submit their paperwork by **May 31, 2024** for consideration.