

Lifeteen/EDGE Assistant Youth Coordinator St. Anthony of Padua Catholic Church

The Woodlands, Texas

Purpose Statement:

To assist the youth minister in helping teens belong to the church, believe in Jesus, and send the forth to bless others by modeling core values, developing these values in others, and coordinating the teen catechesis and evangelization efforts in the parish.

Work Schedule: Full-time Sunday – Thursday (Summer: Monday – Friday)

Ministry Responsibilities:

- Work with and participate as a part of the Youth Ministry team
- Understand and respond to the needs, development, and culture of youth
- Be present and visible at EDGE and Lifeteen events and in the area schools.
- Promote participation in the Life Teen Mass
- Effectively communicate the Gospel to students orally and through other mediums.
- Assist in the Design, implementation, and execution of all EDGE and Lifeteen Sessions and retreats.
- Assist in Recruiting, training, and supporting EDGE and Lifeteen Core Members.
- Assist in Creating and managing EDGE and Lifeteen Small Groups
- Attend and assist Confirmation and Life Teen retreats
- Assist in Designing and implementing EDGE and Lifeteen events that advance the mission of Youth Ministry.
- Maintain excellent communication with EDGE and Lifeteen parents, youth, and the entire parish
- Empower parents in their role as primary catechists of their children
- Assist in planning, organizing, and staffing of EDGE and Lifeteen summer trips and events
- Assist in the recruitment and supervision of Behind the Scenes Adult Volunteers for EDGE and Lifeteen
- Assist in Youth Ministry events and accept additional projects as directed by the supervisor

Staff Responsibilities:

- Commit to ongoing staff development and team building
- Maintain excellent communication with staff via personal interactions, meetings, Slack, etc.
- Develop a working understanding of Planning center database systems
- Assist in the registration process for EDGE, Lifeteen and all Faith Formation
- Support all members of the Parish Evangelization Team as needed

Please send your resume to employment@ap.church