

DIRECTOR OF RELIGIOUS EDUCATION

ST. PIUS V CATHOLIC CHURCH

824 Main St., Pasadena, TX 77506

SUMMARY:

The Director of Religious Education (DRE) is a full-time position and member of the pastoral staff. This staff position collaborates with the Pastor to develop and maintain comprehensive parish catechetical programs for youth and children from kindergarten through grade 12.

DUTIES & RESPONSIBILITIES:

- Responsible for the annual Faith Formation registration process.
- Maintains records of participation in catechetical programs and celebrations of sacraments.
- Maintains records of achievement for catechists that include participation in parish and Diocesan catechetical formation events, and applicable certification processes.
- Participates in parish diocesan, deanery, and parish staff meetings, coordinating catechetical ministry with other ministries.
- Serves as liaison with the diocesan religious education office and their programs, services, and resources.
- Leads and oversees the Faith Formation Team (associate directors, office staff, and volunteers) to ensure proper training, resources, and needs are provided on an ongoing basis.

QUALIFICATIONS:

- A deep understanding of the official teachings of the Church, including Scripture, doctrine, morality, spirituality, and Sacramental preparation, with the ability to effectively convey these teachings.
- Demonstrated fidelity to these teachings.
- A Bachelor's Degree in Theology, Faith Formation, Catechesis, Religious Education, or a related discipline.
- Full Catechetical Leadership certification (or candidates actively working toward certification may also be considered).

CATECHETICAL:

- Develops and provides parish catechetical programs for youth and children in grades K-12.
- Provides formation for the celebration of the sacraments for youth, children, and their parents.
- Evaluates and selects catechetical resources (texts, materials, etc.) utilizing diocesan norms and policies.
- Recruits catechists.
- Supports and develops catechists by leading catechist training and providing catechetical resources.

The goals of this position include:

- Communicating an enthusiasm for the Catholic faith among our young people and their families.
- Planning and overseeing the parish religious education program, including sacramental preparation.
- Facilitating parent and catechist meetings, retreats, and workshops.
- Serve as a resource for youth ministry events.

This job description does not set forth the exclusive standards for this position. The employee will follow any other instructions and perform any other related duties as required by the Pastor. Interested candidates may email a cover letter, and resume, including any salary requirements to frbenjamin@stpiusvchurch.com or msanchez@stpiusvchurch.com.