

Associate Director of Evangelization and Catechesis – Youth Ministry St. Edward Catholic Church

St. Edward Catholic Church is seeking a prayerful and passionate individual to serve as the Associate Director of Evangelization and Catechesis focusing on youth ministry at our parish.

This position oversees, plans, organizes, and executes the sacrament preparation process of Confirmation. It also oversees faith formation through Life Teen for high school and Edge for junior high, and a variety of spiritual experiences through prayer, study, and service to help the teens of the parish grow in faith and deepen their relationship with Jesus Christ.

RESPONSIBILITIES

- Catechesis & Spiritual Formation
- Community Engagement & Pastoral Care
- Volunteer Management and Support
- Communication with staff, parents, and community

QUALIFICATIONS

- Practicing Catholic with a commitment to the teachings and traditions of the Catholic Church.
- Bachelor's degree in theology, catechetics, religious studies
- Willingness to work flexible hours, including evenings and weekends, to accommodate ministry offerings.
- Strong interpersonal and communication skills, with the ability to connect and relate to adults and teens.
- Strong organizational and planning skills, with the ability to manage multiple activities simultaneously.

Note: This job description is intended to convey essential information about the scope and requirements of the position. It is not intended to be an exhaustive list of responsibilities, and skills. The responsibilities and requirements may be subject to change based on the needs of the ministry and the parish.

Candidates are encouraged to send a resume to Annette O'Driscoll, Director of Evangelization and Catechesis, at aodriscoll@saintedward.org.