



ST PAUL CATHOLIC CHURCH

1410 PINE STREET
SILVERTON, OR 97381

Phone: 503-873-2044 Fax: 503-873-0304

Email: office@stpaulsilverton.com

POSITION TITLE: Youth Ministry Coordinator

Opening Date: June 28, 2019

Closing Date: When Filled

Position: Part-time, up to 18 hours per week

Primary Responsibilities:

- Responsible for the planning, implementation, and evaluation of the parish's youth programs (e.g. Middle School and High School youth groups). Plans and organizes liturgical celebrations, service projects, retreats, and social functions for the program participants.
- Recruits and trains adult volunteers to help with the youth program and to assist as catechists in the faith formation of Middle School and High School youth. Selects and trains youth as leaders and peer ministers for the youth program. Provides for the faith formation of all volunteers.
- Plans, develops, and leads confirmation program, and secures necessary texts and materials.
- Networks with youth ministers in vicariate, region and archdiocese to plan combined events and share resources.

Required Knowledge, Skills and Abilities:

- Bachelor's degree in Theology, Religious Education, Catholic Studies or a related field and/or 3-5 years previous parish youth ministry experience.
- Practicing Catholic with strong personal faith, and commitment to conveying Catholic moral and social teachings effectively.
- Understanding of adolescent developmental stages and knowledge of the unique challenges and concerns facing youth today, with a willingness to learn from the youth served.
- Ability to work both independently and as a member of a pastoral team is vital.
- Strong organizational and communication skills and proficiency with social media and technology are essential as well as the ability to coordinate, train and collaborate with adult volunteers.

Physical Demands: While performing the duties of this job, the employee is required to stand, walk, run, talk, reach, sit, finger, hear, handle and perform various motions of the hands/wrists. Lifts and moves items up to 20 pounds.

Working Environment: Work is normally performed in an office, youth room, classroom, liturgical or recreational setting. Employee will be required to attend scheduled evening and weekend meetings and functions. This position requires flexible work scheduling to properly administer the program.

Please send resume and cover letter to Fr. Tetzl Umingli at tumingli@stpaulsilverton.com to apply.