

ST. ROSE OF LIMA CATHOLIC CHURCH

Assistant Director of Youth Ministry

Saint Rose of Lima Catholic Church is an established and active community of more than 2000 families located in the expanding city of Murfreesboro, Tennessee; our community offers Masses in both Spanish and English. We are seeking to hire a full-time Assistant Director in Youth Ministry. This position begins in the Fall of 2019. This is a full-time position that does require work during the evenings and on weekends.

The Assistant Director participates directly in all aspects of Youth Ministry (teaching, discipleship, community building, family life, etc.) in order to bring the youth and others into intimate communion with Jesus Christ. The responsibilities of the Assistant Director primarily consist in working with middle-school youth, but also includes additional aspects of youth ministry.

RESPONSIBILITIES INCLUDE

1. Working with and reporting to the Director of Catechesis in formulating and scheduling catechesis of youth, especially students preparing for Confirmation.
2. Coordinating and working with youth and their families in preparing for Confirmation.
3. Communicating with parish staff and community regarding youth ministry activities.
4. Staying up to date regarding diocesan policies and best practices to ensure that parish policies regarding youth ministries are formulated according to the latest standards.
5. Serving as the liaison with the diocesan office of youth ministry and their programs, services, and resources.
6. Preparing and submitting needed reports as required by the diocese or the parish office.

QUALIFICATIONS

1. BA in theology or related field
2. Experience in youth ministry or related field
3. Ability to speak English and Spanish preferred

OTHER SKILLS AND REQUIREMENTS

1. Ability to take on administrative tasks as needed
2. Practicing Catholic in good standing
3. Willingness to interact effectively with parents and volunteers
4. Demonstrated personal responsibility
5. Deep knowledge of the Catholic Faith
6. Available to work nights and weekends
7. Proficient computer skills and demonstrated ability to communicate in social media

Competitive salary based upon qualifications and experience with excellent benefits package. Please email resume with cover letter to Dr. Ben Smith: bsmith@saintrose.org