

Job Description

Ministry Title: Director of Youth Ministry

SUMMARY

The Pastoral Associate for Youth Faith Formation administers all faith formation programs and activities for grades 7 through 12 or ages 12 through 17 at the Catholic Community of the Holy Spirit – Mullica Hill, NJ.

DUTIES AND RESPONSIBILITIES (includes but not limited to all of the following)

- Oversee and coordinate faith formation for and ministry to youth in grades seven through twelve (ages 12 – 17), particularly in the following areas:
 1. Faith formation (religious education) for grades 7 and 8
 2. A program of preparation for the sacrament of Confirmation
 3. High school youth ministry
- Coordinate catechetical programs that help young people become disciples of Christ in the world, draw young people into responsible participation in the life, mission, and work of the Church, and foster total personal and spiritual growth.
- Integrate into catechesis a comprehensive program of pastoral ministry for youth that includes formation in community life, evangelization, learning about and active participation in justice and service, leadership development, pastoral care, prayer and worship.
- Organize catechetical programs that include experiences such as:
 1. Weekly catechetical formation/activities for adolescents in grades seven and eight) ages 12-13) – which includes sacramental preparation for Confirmation.
 2. Catechetical formation/activities for high school aged adolescents (ages 14 – 17)
 3. Retreats, small groups, prayer services and special Mass celebrations
- Ensure that persons with disabilities are “integrated into ordinary catechetical programs as much as possible” (National Directory for Catechesis 207).
- Facilitate meaningful service opportunities for youth and offer programming that engages issues of social concern.
- Foster leadership skills among youth.
- Identify and/or assist in establishing leadership opportunities for youth within the community.
- Collaborate with other parish staff to plan and execute intergenerational events including youth.

SUPERVISORY RESPONSIBILITIES

- Work collaboratively with and supervise catechists, volunteers and all catechetical programming/activities for Youth Faith Formation.
- Work collaboratively with the Faith Formation Director to provide a seamless transition from junior high formation into high school formation.

QUALIFICATIONS:

- A candidate for this position is an active member of the Roman Catholic Church.
- To perform this ministry successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or

ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- A commitment to the vision and the mission of the Diocese of Camden and the Catholic Community of the Holy Spirit, particularly its Youth Faith Formation Vision Statement (see below).

DESIRABLE EDUCATION and/or EXPERIENCE:

- Integrate ministry with sacramental and prayer life.
- A degree or working towards a degree in Theology, Religious Education, Religious Studies, Campus Ministry or related area and/or three years' experience in administration and catechetical ministry.
- Understand diocesan policies and guidelines.
- Dedicated to personal ongoing formation and spiritual life.

COMMUNICATION SKILLS

- Collaborative and skilled in public relations.
- Ability to organize events with local youth groups.
- Strong interpersonal and communication skills.
- Approachable and nonjudgmental.
- Good listening skills and is prudent in holding confidences.
- Openness to mentoring youth.
- Knowledgeable in computer communication.
- Competency in SMS and Internet social media.
- Competency in Microsoft Office Suite: including Word, Excel, Outlook, PowerPoint etc.
- Able to communicate effectively both orally and in writing.

CERTIFICATES, LICENSES, REGISTRATIONS

- Certification as a Camden Diocesan Catechetical Leader or an equivalent certification.

MATHEMATICAL SKILLS

- Ability to prepare and maintain a budget.

PHYSICAL DEMANDS

- Ability to work flexible hours.

Catholic Community of the Holy Spirit Youth Vision Statement

There can be no authentic development in the moral and spiritual character of our community's youth without their genuine self-expression at every stage. Therefore, youth ministry must first of all provide youth with an open, nonjudgmental, and comfortable forum. When youth know that they will not be judged, either by youth ministers or their peers, they will be able to fully and truly express themselves.

Once a foundation of genuine self-expression is laid, moral and spiritual development can be pursued - above all through service to others. Youth know that the Catholic Community of the Holy Spirit (CCHS) is committed to welcoming everyone regardless of their status within the Catholic Church, their family situation, their personal history, race, ethnic background, appearance, sexual orientation or gender identity.

The community, especially the family, is a necessary support for youth. They raise and nurture our youth, teach and guide them, and help them assume their rightful roles in society. The baptismal call to be priests, prophets, and shepherds, still fresh in the minds and hearts of youth, urges them to already assume appropriate leadership roles in the community. They understand well that "to reign with Christ is to serve with him." Leadership roles are always roles of service through which youth demonstrate that they can not only participate in the work of the Church but also initiate and plan it.

In their eagerness to serve others, our youth are mindful that their service to others as Christians is distinctive. The light of Christ reveals that God is the architect of true justice, the guarantee of lasting peace, and the only consistent guide for our happiness. Our youth will be present at the communal celebration of the Eucharist, where God gathers us around a common table in a foretaste of our goal of human unity. Flowing from the Eucharist, their regular prayer will ask God's blessing upon the work of their hands, so that with their brothers and sisters in Christ they may realize the reign of God.

Diocese of Camden Vision Statement

We, the Catholic Church of South Jersey, envision growing ever more into a dynamic community of faith, hope, and love wherein we reveal the mind and heart of Jesus through our actions and worship.

Empowered by baptism, inspired by the Holy Spirit, and formed by the Word of God and the sacraments, especially Eucharist, we will – with Jesus living in us – reach out with love:

- To proclaim and teach the truths that save,
- To welcome back those who have left our family of faith,
- To forgive and seek forgiveness,
- To care for our sisters and brothers in need,
- To work for peace within our families and communities,
- To promote respect and justice for all people,
- To strengthen unity within our diversity.

And to celebrate the sanctifying love of God that heals and transforms our world.

Application Instructions To apply, send your resume to Fr. Michael Field at Fr.Michael@holyspiritweb.org. Applications due by August 15, 2023.