

JOB IDENTIFICATION Non-Exempt

JOB TITLE

Youth Minister

LOCATION St. Mary's Parish, South Dartmouth

REPORTS TO

Director of Faith Life

POSITION FUNCTION

Present at the Sunday 5PM Mass

Presence to Youth in the Community

Coordinate Small Groups for Middle and High School students

Work with Pastor and Parish Staff to create a culture of welcome and acceptance for youth

Plan and run Confirmation Prep workshops

Develop, in collaboration with the Director of Faith Life, a discernment process for High School youth seeking Confirmation

Develop an annual calendar and coordinate necessary dates with the Parish Office

Recruitment of Volunteers

Collaborate with the Pastor in other Pastoral initiatives in the Parish

Collaborate with Pastor in planning Sacramental celebrations with Youth

Hours

20 hours a week

EXPERIENCE:

Fully initiated and practicing Roman Catholic in good standing

Bachelor's degree (preferably in Theology or Education), Master's preferred

Experience working with children and families

Proficiency in Computer use: Microsoft Office, email communication.

Good Communication Skills

PHYSICAL DEMANDS

Some lifting of totes of book and supplies

WORK ENVIRONMENT/CONDITIONS:

Office space provided

Phone, voicemail, internet access, copier and printer access provided.