

Job Description

Director of Evangelization and Faith Formation Job Description

Are you passionate about bringing the love of Jesus and the beautiful teachings of the Catholic Church to as many people as possible? The North Allegan Catholic Collaborative which includes St. Mary's Visitation, St. Stanislaus, and Sacred Heart parishes, is seeking to hire a Director of Evangelization and Faith Formation who is in love with God, passionate about teaching and catechizing, and loves working in a truly prayerful and evangelizing environment.

The Director of Evangelization and Faith Formation will implement the parish vision and plan directly alongside the pastors of the collaborative. The Director will run, plan, and supervise all outreach ministries, adult faith formation initiatives, young adult ministries, youth ministries, and/or form and mentor volunteer parishioners for these ministries. The Director assists the pastors in calling parishioners to use their gifts in evangelizing and catechizing ministries within the parish or beyond the parish.

The Director of Evangelization assists the Director of Religious Education with religious education and family faith formation, sacramental prep, and more. The Director will work in close collaboration with all parish staff in order to further advance the Kingdom of God at the three parishes and two Catholic schools. Salary is contingent upon qualifications and experience.

The duties and responsibilities of this position include:

- Help parishioners discern their gifts and then form them for various internal and outreach groups and ministries
- Organize various parish events, groups, ministries, and outreach
- Supervise staff or volunteers under the direction of the pastors of the collaborative
- Assist with adult bible studies, Catechism classes, and other adult faith formation initiatives including annual retreats
- Assist with young adult activities such as retreats, events, and adoration nights
- Assist youth ministry initiatives including youth group, retreats, Steubenville conference, and more
- Assist religious education and family faith formation
- Collaboration with the two Catholic schools
- Assist with all sacramental preparation for all ages including RCIA classes
- Multi-media communications including Facebook, email, website, YouTube, live-stream, parish app, audio/visual and more

Job Qualifications:

- *Bachelor's Degree in theology
- *Work experience in a parish, diocese, or Catholic school setting
- *Ability to teach the faith with passion and clarity
- *Excellent communication skills
- *Ability to lead teams
- *Ability to run social media and other related communications
- *Ability to handle audio/visual needs in the parish
- *Ability to create and explore new paradigms of ministry

Please email cover letter and resume to Father Derda at frderda@comcast.net if interested.

Pre-Employment Screening

All candidates receiving an employment offer must submit a pre-employment screening. The screening will include criminal background check, employment and educational licensure/certification verification, any other screenings deemed necessary for employment. Any offer would be contingent upon successful completion of any required screening.

About the Employer

We wish to engage all people and families in our area in a process of evangelization or re-evangelization to become active disciples of Jesus Christ who live a full, practical, and joyful Catholic life. We are a group of parishes on an intentional path of renewal rooted in the New Evangelization. We are focused on inviting, welcoming and engaging all in a personal relationship with Christ. As such, engaging children, youth and their parents in the mission and a personal commitment to discipleship is essential!