
St. Jude Catholic Parish

Coordinator of Ministry with Youth and Young Adults

Title: Coordinator of Ministry with Youth and Young Adults

Title of position you report to: *Fr. Anthony Costa*

Full-time: 40 hours/week
Weekends and some holidays

GENERAL DESCRIPTION:

The coordinator position is responsible for developing structures to grow new generations of missionary disciples of Jesus Christ so they may be active participants of St. Jude Parish and the Universal Church. This will be done by providing accompaniment, encounter opportunities, faith formation, leadership and service opportunities for middle, high school youth and young adults.

RESPONSIBILITIES:

- Work with pastor, staff (i.e. DRE) and leaders of other ministries at the parish to create a vision and mission of the parish for all its youth and young adults (Y&YA) that bears in mind missionary discipleship and vocational discernment.
- Develop and manage sustainable accompaniment initiatives and programs for Y&YA in the Parish and Community.
- Engage and accompany parents of youth.
- Implement models that lay out pathways for growth into missionary discipleship and in vocational discernment.
- Work with parish staff and ministry leaders to intentionally integrate this ministry of Y & YA in liturgical celebrations, parish planning groups and other aspects of parish life.
- Encourage, lead and mentor a team of adult volunteers who will lead and facilitate specific initiatives, ministries, and programming within this ministry.
- Provide support of other ministries at the parish (i.e., CYO) and collaborate with its leadership for a more comprehensive, and cohesive approach to Ministry of Y&YA.
- Develop ministry and service opportunities that will lead to the growth in Catholic faith and a personal relationship with Jesus Christ, incorporating personal prayer, Scripture, Liturgy, and the Sacraments.
- Encourage, lead and mentor a team of leaders in evangelization.
- Partner with St Jude Parish School in faith formation (current and past students.)
- Consult and collaborate with outside ministries (i.e., Archdiocesan Office for Ministry with Youth, Ministers with Youth County Community, National Federation for Catholic Youth Ministry (NFCYM)) in the overall vision of bringing youth to Christ.
- Ensure compliance with safe environment requirements as per the Archdiocese of Philadelphia's *Policies for the Protection of Children and Young People* and any additional parish protocols.
- Evaluate the Ministry with Y&YA on a yearly basis, in collaboration with pastor, other leaders of Ministries with Youth and DRE to evaluate the effectiveness of initiatives and programs against the parish vision and mission for its youth.
- Attend and coordinate Faith focused experiences (i.e., Catholic Retreats, World Youth Day, NCYCD)

POSITION REQUIREMENTS:

Required: Understanding and strong vision of the Catholic faith
Preferred: Bachelor's Degree in Theology or another appropriate field.

EXPERIENCE:

- A Catholic in good standing, who understands and supports the mission of the Church and of the Archdiocese of Philadelphia.
- A willingness to be a leader in the Evangelization and or bearing witness to one's own relationship with Christ.
- Involvement with Y&YA ministries including in adolescent development, catechesis, and formation.
- Ability to teach, train and mentor adult and young leaders.
- Excellent interpersonal skills.
- Available for nights, weekends, and overnights, including travel outside of the Philadelphia area when required.
- Strong skills in modern technologies, including basic web management and various social media platforms.
- Strong organizational skills.
- Ability to communicate effectively through e-mail and social networking.
- Strong service orientation and success in working in a team environment.

LICENSES OR CERTIFICATIONS:

- Certifications in spiritual direction or pastoral care is a benefit.
- This position is contingent upon successful background checks including PA Criminal History, PA Child Abuse, FBI Fingerprinting upon hire and every 5 years. Safe Environment Training within first 90 days of hire.

SPECIAL SKILLS & KNOWLEDGE AREAS:

- Ability to manage and coordinate teams of adult and teenage volunteers.
- Basic computer skills
- Basic budgeting skills
- Proficient with electronic media (i.e. web sites, and social media)
- Public Speaking
- Interpersonal Communication
- Administration skills
- Multicultural Competence
- Aware of pop culture, trends and current events relevant to the next and younger generations.

ACCOUNTABILITY:**MINISTRIES FOR WHICH YOU ARE ACCOUNTABLE:**

- Middle School Ministry with Youth 6th - 8th grade
- High School Ministry with Youth 9th - 12th grade
- Young Adult Ministry (ages 18-30)

Questions or if interested in applying for this position:

Contact Tanya Murgia, tanyamurgia@gmail.com