

Blessed Sacrament Catholic Church

JOB DESCRIPTION

Parish: Blessed Sacrament Catholic Church
Harrisonburg, Va.

Position: Youth Ministry Director

Summary/Purpose: To provide opportunities for youth in our parish who are in grades 6 through 12 to deepen their relationship with Jesus Christ and the Catholic Church. The director is responsible for developing and implementing a comprehensive youth ministry program which includes the dimensions of catechetics, spirituality, social and outreach.

This position is classified as a full-time (40 hour per week) exempt position and requires the director to be an active Catholic in good standing with the Catholic Church.

Employer's Title: Pastor

Responsibilities:

1. Develop and direct the middle school and high school program, according to diocesan policies.
2. Implement the preparation program for youth eligible to receive the sacrament of Confirmation.
3. Develop youth activities throughout the year that will foster the communal aspect of the youth program, including but not limited to social, recreation and outreach.
4. Ensure a strong connection with the Catholic Church in the lives of the youth of the parish through direct contact in the events and activities of our youth, such as various sporting events, fine art performance, and other related events.
5. Identify opportunities that involve parents and families in the lives of their youth and the Church.
6. Recruit, enable, direct, train and supervise catechists and other personnel required to effectively run the various youth ministry programs.
7. Uphold a code of conduct among the youth.
8. Serve as an advocate for youth and expert on issues concerning youth for the parish.
9. Participate in regional and diocesan-wide events and activities as appropriate.

10. Prepare and adhere to an annual budget for youth ministry programs.
11. Maintain a strong understanding of youth culture through participation in conferences, training opportunities, or independent study.
12. Collaborate with pastor, religious education team and parish staff in implementing the mission of the parish.
13. Perform any special duties and functions as directed by the pastor.

Performance Appraisal: Yearly by Pastor

Working Conditions: This is a full-time position of 40 hours a week, with the potential of extra hours. Hours include work within the parish office and outside the building, as well as night and weekend hours.

Date: March 20, 2010

Job Status: This is an exempt position according to the Fair Labor Standards Act.

Qualifications:

- Bachelor Degree in Pastoral Studies, Religious Studies, Theology, Youth Ministry or related field.
- Willingness to work toward a Youth Ministry certification.
- VIRTUS certified, according to Diocesan Policies.
- At least 2 years previous professional or volunteer experience with Catholic youth ministry.
- Theology consistent with the pastor and the Catholic Church.
- Strong understanding of Catholic Church teaching and liturgy and ability to communicate and apply with youth.
- Excellent communication skills – verbal and written. Ability to communicate in Spanish is highly desirable.
- Strong computer skills.
- Ability to plan, coordinate, direct and implement youth ministry programs.
- Catholic in good standing.

Benefits: In accordance with the Diocese of Richmond for professional lay ministers.