

Director of Family Formation and Youth Ministry

1. St. Vincent de Paul

St. Vincent de Paul Catholic Church is an active and quickly growing parish with active members from all age ranges. The Catechesis and Evangelization team carries out the call of the New Evangelization of John Paul II and the missionary mandate of Jesus Christ: “Go, therefore, and make disciples...” Discipleship, to us, is not a program, but a way of life wherein we respond to Christ’s call: “Come, follow me.”

2. Summary

The Director of Family Catechesis oversees formation for all families with school aged children, from first grade through high school. The director primarily forms parents into disciples of Jesus Christ and, consequently, empowers parents to form their children. Additionally, the director ensures that the youth programs supplement the formation of the children and teens alongside the formation that they will receive from their parents.

3. Sacramental Preparation

The Director of Family Catechesis oversees the coordination and sacramental preparation of school-age children for their sacramental initiation. Programs include:

- 2nd grade: First Reconciliation (class of about 80 children)
- 3rd grade: Confirmation & First Communion (class of about 80 children)
- Rite of Christian Initiation for Adults, adapted for children (RCIC) Baptism, Confirmation, and Eucharist for children over the age of 7
- (potential) Confirmation in 5th grade and above

Responsibilities in these programs includes:

- Choose and develop curriculum
- Teach dynamic lessons at monthly evening sessions to parents and children
- Support Father in developing content for parent sessions
- Recruit and train a team of catechists and volunteers to work with children
- Recruit volunteers for set-up
- Collect materials for session activities

4. Family Faith Formation

The Director of Family Catechesis oversees family faith formation opportunities for the parish community, including but not limited to:

- Engages in relationship ministry with parents
 - o Forms them in discipleship via person-to-person formation and small groups
- Creatively integrates small group discipleship into formation programs
- Builds formation programs for non-school families
- Totus Tuus: recruits volunteers, manages budget/registration
- Supports school families and brainstorms ongoing initiatives to get them involved

5. Youth Ministry

The Director of Family Catechesis will build and coordinate high school and middle school youth programs:

- Starts and builds new high school and middle school programs in the parish
- Gathers volunteers and formators required for ministry
- Manages and communicates retreat and other external formation opportunities

Additional responsibilities include:

- Works with Catechesis and Evangelization Team: Pastor, Director of Catechesis and Evangelization, FOCUS Missionaries, Director of Communications, and School Principal
- Participates in Parish Staff meetings, collaborate with other team members to support their ministries and events
- Reports to Director of Catechesis and Evangelization
- Attends Archdiocesan workshops and trainings for Family Faith Formation
- Collaborates with St. Vincent de Paul staff and teachers
- Manages Family Catechesis budget

Qualifications

- Degree in Theology is preferable
- Ability to choose and develop curricula
- Dynamic Speaking and Communication Abilities
- Willing to work evening and weekends

Salary:

55,000/year