

Director of Evangelization

Holy Trinity Catholic Church

Supervisor: Pastor

Classification: Full Time, exempt

Overview

Holy Trinity Catholic Parish is seeking a dynamic and faith-filled individual to serve as its Director of Evangelization. This role is a unique opportunity to reimagine and revise a faith formation program for all ages and shape the way disciples are formed at our parish.

Primary Responsibilities

The Director of Evangelization will:

- Engage in relational ministry to help parishioners and community members develop a personal relationship with Jesus Christ and deepen their faith through the use of creativity, flexibility, joy and enthusiasm
- Direct the evangelization and christian formation for the children, youth and young adults of the parish
- Create and implement a comprehensive approach to evangelization for adults
- Provide a variety of evangelization initiatives to adults and families at different stages on the path of discipleship (i.e. small groups, Bible studies, retreats, devotional prayer experiences, holy hours, celebrations of feast days, etc.)
- Organize all aspects of sacramental preparation, including planning, directing and executing the celebrations, for the young people in the parish
- Recruit, lead and provide training opportunities for volunteer teams and catechists for the parish faith formation program, along with the pastor
 - Ensure that volunteers have done the appropriate Safe Environment training and procedures on an annual basis
- Recruit, form, equip, send and accompany adults for personal apostolate, so that they can live out the unique and unrepeatable call God has placed on their life
- Provide opportunities for parent formation and spiritual growth; equip parents to take an active role in their children's spiritual formation
- Take a personal investment in staff members to inspire, motivate, encourage and equip them for the mission of the Church
- Work closely with the Pastoral Associate for Parish Life, Mission and Communications to develop spiritual content for events, social media and other projects as assigned
- Attend Diocesan workshops, seminars and meetings related to religious education
- Possess strong communication and organizational skills and be a dynamic public speaker
- Collaborate with the pastor, parish staff, other parish ministries and committees, boards and councils
- Collaborate with the pastor and other staff members to plan an annual calendar of programming and formational opportunities
- Attend and participate in parish staff meetings
- Work with the business manager to develop a budget for faith formation and evangelization
- Work well independently and as a member of a team
- Complete other duties and responsibilities as assigned by the pastor

Qualifications

- An ideal candidate has experience mentoring and accompanying adults and families at different stages of the discipleship path, can pray in front of and with others, to lead and participate in spontaneous prayer, and communicates effectively with a wide variety of people using the spoken word, both within one-on-one coaching/mentoring situations and in large group settings.
- Required: Bachelor's degree in theology or related field. Three to five years of ministerial experience.
- Preferred: Master's degree in theology or related field.

For more information or to apply contact:

Erin Cooper
Pastoral Associate for Parish Life, Mission and Communications

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