

## Director, Office of Ministry with Youth

As part of the re-envisioning and re-structuring of youth ministry, the Archdiocese of Philadelphia seeks a Director for the newly created Office of Ministry with Youth. Aligning its vision with Pope Francis' apostolic exhortation on young people, *Christus Vivit*, the mission of this new office is to equip and support parishes and parish leadership to animate young people (post-Confirmation and high school age) as missionary disciples of Jesus Christ.

The Director of Ministry with Youth is a faith-filled missionary disciple responsible for the implementation of a comprehensive plan for the ministry and accompaniment with young Catholics by:

- Providing formation and support for parishes (through pastors, pastoral staffs, and parish leadership) as they develop outreach efforts and accompany the youth of their parishes and local communities.
- Offering specific guidance, mentoring, and consultation services to parishes (through pastors, pastoral staff and parish leadership) in their understanding of accompaniment of young Catholics, with special attention to those parishes with ethnically diverse and multi-cultural communities.
- Assisting pastors in the hiring of staff for ministry to young Catholics.
- Supporting parish staff who minister to young Catholics by providing opportunities for their spiritual growth and human development.
- Offering Archdiocesan programs, trainings and initiatives which equip and inspire parish staff and leadership to animate the faith lives of young Catholics.
- Networking with parish staff and leadership who minister to young Catholics through regional and multi-cultural meetings and workshops across the Philadelphia area.
- Providing engaging catechetical resources on Catholic doctrine and practices for faith formation of young Catholics.
- Collaborating with Archdiocesan leadership for a more co-responsible ministry to young Catholics.
- Consulting regional and national leaders and organizations within the Catholic Church for a more comprehensive, collaborative, and cohesive approach to ministry with young Catholics.
- Serving as a member of the *Archdiocesan Religious Education Council*.
- Creating an *Archdiocesan Council for Ministry with Youth* for consultation and collaboration.
- Being an active member of the National Federation Catholic Youth Ministry (NFCYM) and participating in the Region III Episcopal Meetings.
- Promoting regional, national and international Catholic activities and initiatives for young Catholics, particularly the biennial National Catholic Youth Conference.
- Employing the use of social media for the evangelization outreach.
- Developing and monitoring the office website and social media.
- Providing oversight of Catholic Scouting and collaboration with its leadership..
- Coordinating the ordering and distribution of the NFCYM and Archdiocesan awards for Youth Ministry with the parish leadership.
- Monitoring expenses prudently and in accordance with the annual budget.

The Director of Ministry with Youth is a full-time position who reports to a Supervisor and collaborates with the Archbishop's Delegate for Ministry with Young Adults and Youth. This position requires some night and weekend responsibilities with occasional overnight travel. Salary is commensurate with experience.

### QUALIFICATIONS

The ideal candidate for this position is a practicing Roman Catholic in good standing with:

- a degree in theology, or comparable discipline; Masters preferred.
- experience in administration and supervision on parish, collegiate or diocesan level.

- minimum of three-year experience in working with young Catholics.
- a multi-competent mindset and understanding for ministry to diverse ethnic groups; bi-literate preferred but not required.
- skills in training and supporting local leadership as they build up their ministerial outreach.
- an ability to establish, cultivate and maintain good relationships with staff and colleagues.
- excellent organizational, communication, computer, time management and interpersonal skills.
- an expertise in using technology and social media for evangelization outreach and engagement.
- a proven track record for the planning and managing of special events from conceptualization to production.
- an acumen for the prudent stewardship of the office budget.

### Physical requirements

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tool or controls; reach with hands and arms; climb stairs; talk or hear. Frequent prolonged use of a computer, driving moderate distances, some lifting and carrying of materials weighing up to 30lbs, generally in connection with presentations and group meetings.

### Direct reports

Associate Director

<b>Date approved:</b>	
<b>Reviewed:</b>	

## Director, Office for Ministry with Young Adults

As part of the re-envisioning and re-structuring of young adult ministry, the Archdiocese of Philadelphia seeks a Director for the newly created Office for Ministry with Young Adults. Aligning its vision with Pope Francis' apostolic exhortation on young people, *Christus Vivit*, the mission of this new office is to equip and support parishes and Catholic leaders as they engage and accompany young adults as missionary disciples of Jesus Christ

The Director of this new office is a faith-filled disciple responsible for implementing and overseeing this vision by:

- Providing formation and support for parishes (through pastors, pastoral staffs, and parish leadership) as they develop outreach efforts and accompany young adults of their parish and the unaffiliated young adults of their local communities.
- Hosting Archdiocesan programs and initiatives for training, formation and networking parish and other Catholic ministry leaders working with adults across the Philadelphia area.
- Offering specific guidance, mentoring and consultation services to parishes (through pastors, pastoral staff and parish leadership) in their understanding of accompaniment of young adults.
- Supporting young adults of all ethnicities and cultural communities by providing opportunities for faith formation, vocational discernment, pastoral care, spiritual formation & direction, peer ministry, missionary work, charitable outreach and intercultural activities.
- Providing resources and opportunities which address the different stages of young adulthood, its unique characteristics and questions about God, life and the Catholic faith; the challenges of living a balanced Christian life; concerns about the future, career and vocational choice; and the joys and challenges of interpersonal relationships.
- Offering engaging catechetical resources on Catholic belief such as Church's mission of evangelization, faith and reason, the Eucharist and Sacraments, morality and conscience formation, liturgy, Catholic Social Teaching, different styles of prayer, stewardship, Faithful Citizenship, etc.
- Collaborating with Archdiocesan offices, as well as ecumenical and community organizers, for a more co-responsible ministry to young adults in the Philadelphia area.
- Actively engaging with regional and national leaders and organizations within the Catholic Church for a more comprehensive, collaborative, and cohesive approach to ministry with young adults.
- Creating an *Archdiocesan Council for Ministry with Young Adults* for collaboration and consultation.
- Planning Archdiocesan young adult and ministry leader gatherings for evangelization, community, charitable outreach, social justice work and worship opportunities.
- Promoting regional, national and international Catholic activities and initiatives for young Catholic adults and those who accompany them in parishes and Catholic organizations.

The Director of Ministry with Young Adults reports to a Supervisor and collaborates with the Archbishop's Delegate for Ministry with Young Adults and Youth. This position is a full-time with benefits and includes some night and weekend responsibilities with occasional overnight travel. Salary commensurate with experience.

### QUALIFICATIONS

The ideal candidate for this position is a practicing Roman Catholic in good standing with:

- a degree in theology, or comparable discipline; Masters preferred.
- experience in administration and supervision on parish, collegiate or diocesan level.
- a multi-competent mindset and understanding for ministry to diverse ethnic groups.
- skills in training and supporting local leadership as they build up their ministerial outreach.
- an ability to establish, cultivate and maintain good relationships with staff and colleagues.

- excellent organizational, communication, computer, time management and interpersonal skills.
- an expertise in using technology and social media for evangelization outreach and engagement.
- a proven track record for the planning and managing of special events from conceptualization to production.
- an acumen for the prudent stewardship of the office budget.

### Physical requirements

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tool or controls; reach with hands and arms; climb stairs; talk or hear. Frequent prolonged use of a computer, driving moderate distances, some lifting and carrying of materials weighing up to 30lbs, generally in connection with presentations and group meetings.

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