POSITION: COORDINATOR OF YOUTH AND YOUNG ADULT FAITH FORMATION
Diocese of Bridgeport, Office of Catechesis and Evangelization

OVERVIEW: The Coordinator of Youth and Young Adult Faith Formation provides pastoral assistance and training to parishes serving youth (i.e. persons between the ages of 12 through 18 years), coordinates diocesan high school catechesis, and coordinates programs for Young Adults. In collaboration with the Diocesan Leadership Institute, the Coordinator will also facilitate the training and ongoing formation of youth ministers and catechetical leaders who serve youth and will collaborate with the Office of the Superintendent of Schools in relation to diocesan high schools.

REPORTS TO: Secretary for Catholic Education and Faith Formation

OBJECTIVE: In collaboration with the Coordinator of Childhood Faith Formation and the Coordinator of Family Faith Formation, the Coordinator of Youth Ministry and Faith Formation strives to form intentional disciples among the high school age youth and young adults of the Diocese of Bridgeport and supports those who minister to them in parishes and schools.

CLASSIFICATION: Exempt

RESPONSIBILITIES include, but are not limited to:

- Create and empower a Regional Council of Youth Ministers with the purpose of renewing Youth Ministry across the Diocese of Bridgeport.
- Explore and implement various models of Youth Ministry and High School Catechesis, including effective evangelization models which can lead high school age youth into a deeper relationship with Christ through active discipleship in the Catholic Church.
- Develop and effectively communicate a vision of intentional discipleship to all those in ministry to high school age youth and young adults, overseeing the reception and implementation of this vision through personal advocacy, resource creation and allocation, and the development of evaluation metrics for assessment.
- Spend considerable time in parishes and schools, building relationships and supporting pastors, youth ministers and other catechists and parish staff.
- Offer individual consultation for all those involved in the work of evangelizing high school-aged youth and young adults.
- Foster collaboration between diocesan high schools and parishes to cultivate sharing of labor and resources.
- Network with youth ministry leaders of the ecclesial movements and communities present in the Diocese, offering them an opportunity to publicize and integrate their work within the larger opportunities offered through parishes and schools.
- Promote professional development and ongoing education for all youth ministers and catechetical leaders in collaboration with the Diocesan Leadership Institute.
- Work with Catholic high schools to ensure that every administrator and teacher understands his/her role as a catechist.
- Coordinate events and formation for young adults throughout the Diocese.
- Direct the planning, establishment, and maintenance of an effective electronic platform for the sharing of resources and youth ministry networking within the Diocese – a space for remote resource allocation, regional updates, shared calendars, periodic updates, and event registration.
- Collaborate with St. Catherine Center for Special Needs to develop individualized programs for parishes and/or parishioners with special religious education needs in high school years.
- Direct the implementation of Diocesan-wide youth ministry event(s) to supplement local youth ministry efforts beginning with an evaluation of previous programs and the strategic planning of future programming.
- Build and maintain a collaborative relationship with the other Coordinators in the Office of Faith Formation, in order to provide parishes and schools coherent and effective pastoral service.
- Participate in departmental planning, development, and budget oversight.
- Build relationships with other dioceses and other national/regional youth ministry organizations to share best practices.
- Complete other tasks as directed by the Secretary of Catholic Education and Faith Formation.

MINIMUM QUALIFICATIONS:
- Practicing Roman Catholic in good standing with a deep understanding and love for the Church’s teachings
- Graduate Degree in Catholic theology or religious studies
- Ability to manage multiple projects and work collaboratively with various constituents in the Diocese
- Demonstrated excellence in communication, managerial and organizational skills
- Proficient with Microsoft Office (Word, Excel, Power Point) and experience utilizing information technology and social media in the administration of catechetical and religious formation programs.
- Demonstrated leadership experience in parish or diocesan ministry
- Experience in updating websites and use of ministry-related social media

PREFERRED QUALIFICATIONS:
- Professional Fluency in English and Spanish – proficient ability to read, write and speak in both languages

Qualified applicants submit résumé and cover letter:
Human Resources Department
Diocese of Bridgeport
238 Jewett Avenue
Bridgeport, CT 06606
email: hrdept@diobpt.org