The Youth Faith Formation Minister / Coordinator of Social Media (YFFM/SMC) will be a member of the parish’s Pastoral Staff, work full time and report to the Director of Faith Formation. The YFFM/SMC promotes the total catechetical and spiritual formation of younger and older adolescents through the establishment and maintenance of programming and resources for all ministry to, with, and by middle school and high school youth. This includes the planning, coordination, development and oversight of all related efforts, events, activities, liturgies and programs to meet the needs of the middle school and high school youth. The YFFM/SMC will also be responsible for coordinating the parish website, establishing and maintaining a social media / online presence for the parish, including youth.

This position is a new addition to the Faith Formation team. The applicant must be enthusiastic and faith filled adult with a desire to join a team working to help people in all ages and stages deepen their relationship with Jesus Christ and live the Gospel. The applicant must be a practicing Roman Catholic, committed to the teachings and mission of the Church and to sharing these effectively with youth and their parents. In addition a qualified applicant will have:

- Creativity, joy, flexibility, and enthusiasm in evangelizing youth, their families, and the adults who work with youth in the parish.
- A Bachelor’s degree in Theology, Religious Education, Pastoral Studies and/or related field.
- Strong knowledge of the Catholic faith and evangelization skills.
- Familiarity with Church Documents on Youth Ministry and Catechesis.
- Excellent interpersonal skills and sound judgment in interacting with youth and adults.
- Ability to recruit, inspire, coordinate and train volunteers.
- Familiarity with a variety of faith formation models.
- A willingness to work independently and a part of a team.
- Ability to be a resource to staff and lay leadership to expand online/social media presence.
- Working knowledge (or ability to learn) Parishsoft, Microsoft Office, and Google tools.
- Preferred familiarity with website management products and social media such as Twitter, Instagram, Vimeo, and Facebook.
- Must be well organized, able to multi-task and effectively work in a busy environment.
- Must be willing to maintain a flexible schedule as the nature of the work includes a combination of days, nights, and weekends.
- Demonstrates initiative in continuing education and formation.
- Has obtained or will obtain Archdiocesan training regarding Child protection and knowledge of related ministerial conduct guidelines.

Salary and benefits commensurate with responsibilities, experience, and education in conjunction with Archdiocesan guidelines.


Preferred start date is Spring 2015.

Please submit cover letter and resume to hr_staffing@rcab.org