

St. Gregory the Great Family of Parishes
[Guardian Angels, Immaculate Heart of Mary, St. John Fisher]
Director of Youth Evangelization
Job Description

I. Identifying Information

Position Title: Director of Youth Evangelization (Grades 6–12)
Status: Full-time, Exempt, 12 months
Reports to: Director of Evangelization

II. Overview of Position

The Director of Youth Evangelization reports to the Director of Evangelization and is a key member of the Evangelization Team. The director is responsible for all efforts of accompanying youth — grades 6–12 (and their families) — through the Process of Evangelization and Discipleship so that youth encounter Christ, are known, seen, and loved and become missionary disciples.

III. Job Responsibilities

- Create, implement, and annually evaluate a comprehensive approach to evangelization for youth, taking into consideration the role of the family and preparation for the sacrament of Confirmation(see next):
 - Articulate and implement a clear vision and mission for youth evangelization to parents, youth, staff, and parishioners.
 - Maintain good communication with families and youth about gatherings and expectations, offering transparency and support.
 - Develop strategies and opportunities to connect with, support, and evangelize the parents, as well as the youth of our Family of Parishes.
- Oversee and implement the sacramental preparation for Confirmation and ensure it connects into the broader vision of youth evangelization at the Family of Parishes; including coordination with school and other Evangelization Team members.
- Using the Process of Evangelization and Discipleship as a guide, offer a variety of programming, events, gatherings, and opportunities to meet the varying needs of youth:
 - In addition to weekly/bi-weekly gatherings, this may include retreats, conferences, camps, mission trips and the like.
 - Emphasis in accompaniment and meeting in smaller groups of youth; going where youth are (i.e. sporting events, dance competitions, service programs, etc...), always in compliance with safe environment.

- oversee the marketing and advertising of programs and events, including social media, website, and bulletins.
- Conduct program evaluations and assessments to determine effectiveness of opportunities and refine efforts.
- Coordinate registration and collection of fees for programs (with director of evangelization and/or administrative assistant).
- Recruit, equip and accompany a team of adult evangelists (Core Team) to help with efforts in youth evangelization:
 - Practically equipping adults for serving in youth evangelization (i.e. schedule, resources, training in methodology).
 - Offer feedback and evaluation of volunteers; bi-annual one-on-one's for faith sharing and support.
 - Regular gatherings for the Youth Evangelization Team (Core Team) in which team members can share life, prayer, and formation for the mission of youth evangelization. This can be done through retreats, bi-weekly/monthly gatherings, training, and the like.
- Collaborate with the Evangelization Team to implement a comprehensive Evangelization Plan.
- Other duties as assigned by the pastor or director of evangelization.

IV. Candidate Expectations

- Must complete and maintain SafeParish training and background check.
- Must participate in continuing education and formation in catechesis, theology, spirituality and methodology.
- Highly recommend staying connected to and collaborating with the ministers of the surrounding Families of Parishes, as well as utilizing opportunities offered by the Center for the New Evangelization for networking, fellowship and training.
- Must be able to mentor and accompany youth at different stages of the evangelization process.

V. Education, Training, and Experience

- Strongly prefer a bachelor's degree in pastoral ministry, religious studies, theology, religious education, or related field or commensurate ministry experience.
- Must have spiritual maturity, defined as a practicing Catholic in good standing with the Church who is faithful to the Magisterium, consistent in one's prayer life, regularly receiving the sacraments and able to speak of one's relationship with Jesus.
- Must have a broad understanding of and ability to articulate Church teaching regarding evangelization, catechesis, prayer, sacraments and ecclesiology.

- Must have experience mentoring and accompanying youth at different stages of the discipleship path.
- Must be able to pray in front of and with others, — to lead and participate in spontaneous prayer.
- Must be able to effectively communicate with a wide variety of people using the spoken word, both within one-on-one coaching/apprenticing situations and in large group settings.

VI. Working Environment

This position requires frequent evening, weekend and off-site work.

This position requires close collaboration with other members of the Evangelization Team.

VII. Acknowledgement

Employees of _____ Catholic Church will have knowledge of the Catholic faith, a willingness to work for a Catholic, faith-based agency and adhere to the policies of _____ Catholic Church. Employees will not publicly oppose the teachings of the Catholic faith nor publicly advocate for any position in conflict with Catholic teaching, or the specific positions of the Archdiocese of Cincinnati or the United States Conference of Catholic Bishops. This requirement includes any public speech, demonstration, or writing, including the use of social media or other digital technologies.

I have read, understand and agree to perform all job duties and requirements outlined in this job description.

Employee Signature

Date