



## **Coordinator of Youth Discipleship**

Reports to: Director of Discipleship and Evangelization

Hours: Full-time/40 hrs per week/FLSA non-exempt

Schedule: Will vary based on programming; evenings and weekends as well as reasonable office hours will be necessary. Compensation will be divided amongst the 6 All Called to Christ ACC parishes.

### **Job Description:**

The All Called to Christ Area Catholic Community is seeking an applicant with a deep love of sharing the Gospel with young people and their families. The Coordinator of Youth Discipleship would work alongside the Discipleship Director and volunteer teams to build a culture of discipleship amongst the youth of the ACC. The desired applicant would create opportunities for middle school youth to grow in faith and relationship with each other and faithful adults, collaborate with the ACC faith formation team to facilitate programming, as well as work alongside “Illuminate Youth Ministries” and its team to continue to foster teen discipleship in the area. This position is great for a recent graduate looking to start in youth ministry or for a long-time minister desiring to build a new program in the heart of the St. Cloud Diocese.

### **Responsibilities:**

#### **A. Youth Ministry**

- With the Pastors, Discipleship Director, and adult leaders, craft a comprehensive youth ministry vision for the All Called to Christ ACC (comprising the parishes of Christ Church Newman Center, Holy Spirit, St. Anthony, St. Augustine, St. John Cantius, St. Mary’s Cathedral in St. Cloud, MN).
- Develop and coordinate programming for middle school youth (6th-8th grade), including regular gatherings (youth group), diocesan programming (middle school lock-in, etc.), volunteer opportunities, mission/service trips, retreats, etc.
- Build and meet with a team of adults from all 6 parishes to assist in steering middle school youth ministry efforts.
- Serve as All Called to Christ’s representative to “Illuminate” (3-ACC youth ministry in St. Cloud area) youth ministry efforts, collaborating and engaging with their Sunday night programming when appropriate, especially to connect middle school youth to high school youth.
- Regular presence in the community life of youth and families engaged in youth ministry programs, including school visits, sports/activities attendance, etc. when appropriate.

## **B. Faith Formation**

- With the Pastors, Discipleship Director, and Faith Formation Team, craft a vision for a unified ACC K-9th grade faith formation program that draws engagement and participation from all six ACC parishes in their walk of faith.
- Assist the Faith Formation Team in the coordination of K-9th grade faith formation programming, including classroom instruction when necessary, supervision of volunteer classroom leaders, and necessary set up for each program.
- Help recruit, form, and train K-9th Grade faith formation volunteers and catechists from all 6 ACC parishes.
- Assist volunteers in planning, promotion, and facilitation of programming for children/youth throughout the summer, especially Vacation Bible School and Totus Tuus.

## **C. General Responsibilities**

- Attend staff, relevant parish committee/ACC/diocesan meetings and provide regular updates and communication to parish councils and other parish leadership
- Regular presence in the community life and liturgical life of all 6 ACC parishes.
- Collaborate with campus ministry efforts for SCSU and SCTCC, especially in youth outreach.
- Provide regular, clear, and consistent communication to participants, parents, volunteers, staff, and the larger faith community utilizing Flocknote, email, bulletin updates, social media, and other appropriate communication methods.
- Manage administrative duties including ordering curriculum books and materials, planning annual Faith Formation/Youth Ministry calendar and budget with Discipleship Director, and ensuring all volunteers are compliant with Diocesan safe environment policies/training
- Other duties as assigned by Director of Discipleship and Evangelization and Pastors

## **Education:**

- Undergraduate degree required. Openness to further education recommended.

## **Qualifications:**

- A practicing Roman Catholic
- Strong leadership, team management skills, and interpersonal skills
- Willingness and ability to work collaboratively with the pastor and all levels of parish staff/volunteers as well as university staff when appropriate
- Strong organizational, planning, time management, and problem-solving skills
- Possess excellent verbal and written communication skills
- Fluency in computers and technology