

Director of Youth and Young Adult Ministries

St. Francis of Assisi Parish Bend, Oregon

40 HR (Full Time) / FLSA Exempt

First Review Deadline: February 22, 2019

Overview

St. Francis of Assisi Parish, located in beautiful Bend Oregon, is looking for someone like you to join our team. Your passion and skills will drive youth and young adult formation for: our high school youth (ages ranging from 14-18), our college-age young adults (ages ranging from 18-22) and our young adult professionals (ages ranging from 23-35). We are actively developing a college ministry for our local universities, Central Oregon Community College and Oregon State University Cascades. This is a fantastic opportunity to direct programs that will become the foundation for creating and retaining Catholic faith.

This is a full time position and will require evening and weekend work. You must be an active Roman Catholic, with a deep faith in Christ, rooted in the Word of God and the Catholic Tradition, and a model of the moral life.

Who we are

We are an established Catholic parish of approximately 1,700 families dating back to 1920. We have a PK-8 parish school and a large vibrant Hispanic community.

Located on the eastern edge of the Cascade Mountain Range, St. Francis of Assisi Parish sits between high desert plateaus and forest-covered mountains. Bend is Central Oregon's largest city, noted for its scenic setting and recreational activities.

Program Goals:

The Director of Youth and Young Adult Ministries is an important member of the faith formation team, and will report to the Director of Faith Formation. The Faith Formation team plans, develops and implements programming with the goals of:

- Draw high school youth and their families into a deeper relationship with Christ.
- Increase the number of youth involved and engaged in programming by offering a variety of options for them to grow in faith.
- Support young adults in their search to deepen their faith, serve others, build community, and grow in their relationship with Christ.
- Expand knowledge of the teachings of the Church and importance of the Mass and the sacraments.

Examples of Position Responsibilities

- Plan and direct programming for our high school youth, young adults, and college ministries.

- Communicate and market to youth and parents all programs and events using available and approved resources (social media, electronic and print)
- Develop and monitor the results of the program and provide feedback and recurring progress reports. Maintain program records.
- Collaborate with other youth ministry programs in the parish and diocese, seek out the best opportunities towards continued formation and program development.
- Recruit, train and provide support for volunteers who will work with youth and young adults in all aspects of ministry and ensure adequate volunteer support and adult-to-youth ratio.
- Assume responsibility and leadership of the youth ministry budget and fundraisers.
- Participate in ongoing professional development opportunities, parish meetings, and social events.
- Other duties as assigned by the pastor.

Qualifications:

We are looking for a proactive and results-oriented individual with the following attributes:

- Actively professes and lives out the Catholic faith;
- Bachelor's degree in theology, religious studies or a related field, or some form of specialized studies in youth ministry (e.g. Certificate in Youth Ministry Studies) strongly preferred;
- Has a strong knowledge of and respect for the teachings of the Catholic Church;
- Strives to evangelize young adults, youth, and their families and guide them in developing a deeper, more meaningful relationship with Christ;
- Is open and willing to working flexible hours that would include evenings and weekends;
- Ability to work as a member of the Faith Formation Team and the parish staff;
- Adept and proficient with Microsoft Office products;
- Possesses a strong ability to multi-task and has a track record of strong project management skills;
- Ability to comply with safe environment policies;
- Valid driver's license and reliable means of transportation.

Additional Desirable Qualities

- Has a strong knowledge of culture, social media, and trends for high school youth and college young adults;
- Is energetic, yet patient, excellent at listening, comfortable with and effective at public speaking;
- High emotional intelligence, specifically with high school youth and college age young adults;

- Exceptional written and verbal communication skills;
- Ability to multitask while paying attention to details;
- Ability to be agile and adjust to ever changing priorities and conditions;
- Independent self-starter, willing to "go the extra mile";
- Bilingual English/Spanish highly desirable.

Compensation and Benefits

- Competitive Salary, Medical Insurance, Retirement, Paid Vacation, Discounted tuition.

How to Apply

Please send resume, cover letter, and three references
to Janet Schwarz at: faithformation@stfrancisbend.org