



JOB POSTING

DIRECTOR OF FAITH FORMATION

TITLE	Director of Faith Formation
CLASSIFICATION	Full Time Salaried, 35 hr/wk
SUPERVISOR	Pastor
EDUCATION	Degree in Theology/Ministry OR equivalent experience

MISSION

To create an environment of evangelization, formation, and discipleship through the administration and oversight of parish Faith Formation programs and ministries for children, youth, and adults.

ATTRIBUTES

- A fierce love for God's children and profound sense of calling to build His Kingdom
- Full, active, conscious participation in the life of the Catholic Church
- Capable of blending professionalism and nurturing leadership to mentor staff and volunteers
- Knowledgeable in Catholic theology
- Knowledgeable in stages of faith development including that of individuals with special needs

AREAS OF RESPONSIBILITY

- Cast a vision for the faith education and formation of the children, youth, and adults of the parish
- Supervise and mentor Faith Formation staff
- Oversee the planning and implementation of all Faith Formation programs for students in preschool through 12th grade (Traditional, Summer-Intensive, Family Home-based)
- Oversee the recruitment, selection, preparation, and ongoing training and certification of catechists
- Ensure preparation of students over the age of 7 preparing for the sacraments of Baptism, First Reconciliation, First Communion, and Confirmation
- Plan and implement ongoing ministry opportunities for children in grades K-5
- Continually assess the needs of the children and families of the parish and local community and pursue efforts to meet those needs
- Provide support and supervision to the Coordinator of Youth and Young Adult Ministry
- Work regularly with a team of diverse adults from the parish to pray, vision, plan, market and implement opportunities for faith education and formation of adults within the parish and local community
- Oversee RCIA programs (English & Spanish) offering support and supervision to program coordinators