

Assistant Director for Youth Ministry St. Mary of the Immaculate Conception

Position Description

St. Mary of the Immaculate Conception in Fredericksburg, Virginia is seeking a full-time Assistant Director of Youth Ministry. The candidate will be under the supervision of the Pastor and Director of Youth Ministry. The position requires collaboration with the Director in guiding the overall ministry to teens in 7th-12th grade as well as directing the middle school program, coordination of Confirmation program and retreats for both middle and high school students. The Assistant Director assists in the leadership of the High School Youth Ministry program which includes; Life Teen, retreats, WorkCamp, bible study and other events. Administrative tasks, programming and coordination of schedules are included.

Necessary Qualifications

- Practicing Roman Catholic, able to participate in the full sacramental life of the Church and with a commitment to live a life that gives witness to the joy of a relationship with Jesus Christ.
- Faithful to the magisterial teachings of the Roman Catholic Church.
- Hands-on understanding of catechesis and evangelization with the ability to articulate and teach the Catholic faith in a compelling manner.
- Able to inspire youth to fall in love with Jesus Christ and develop a culture of discipleship within the parish community.
- Minimum qualifications include a college degree. Experience in youth ministry a plus.

Desired Knowledge and Skills

- Have excellent written and oral communication skills.
- Attention to detail and highly organized, with the ability to plan ahead.
- Ability to create, track and process documents, spreadsheets and presentations using Microsoft Office products in addition to using social media, Flocknotes and social networking for safe communication with students and adults.
- Willingness to travel for required events; retreats, WorkCamp, conferences, mission trips etc.
- Communicate and collaborate with parents, teens, volunteers leaders and foster teamwork.
- Bilingual (Spanish & English) a plus!

All serious candidates please submit a cover letter and resume to the following:

St. Mary of the Immaculate Conception
Fr. John Mosimann, Pastor
c/o Elena Doyle
1009 Stafford Avenue
Fredericksburg, VA 22407

or email: Fr. John Mosimann
edoyle@stmaryfred.org