

Job Title: Youth Minister
Reports to: Director of Teen and Ongoing Faith Formation
Position: Part-time, Unbenefited
Hours: Flexible attendance at Weekend Masses, including Sunday evenings
Flexible daytime hours as necessary
Parish: Immaculate Conception Catholic Church, Elmhurst, Illinois

Position Summary

Minister to teens in Grades 8-12 through opportunities for faith enrichment at Immaculate Conception. Accompany all teens at Immaculate Conception into a personal relationship with Jesus that deepens their Catholic Faith and forms them as disciples.

Duties and Responsibilities

- **Essential Functions**
 - Provide Immaculate Conception teenagers opportunities to gather for discussion in faith development at least two times per month throughout the school year.
 - Establish a relational presence with the youth at Immaculate Conception, including a presence at Sunday Masses.
 - Organize and direct youth ministry activities, both social and service.
 - Recruit young adult and parent volunteers to assist in youth ministry.
 - Assist with Confirmation programs as needed.
 - Oversee small group formation and meetings.
 - Sessions should vary in presentations and topical approaches, including social interactions and Faith sharing.
 - Effort needs to be made to invite and encourage (advertise) sessions.
 - Plan of sessions should be done with the Associate Pastor.
 - Efforts should be made to make connections to the 7:00 p.m. Sunday Liturgy.
- **Marginal Functions**
 - Other duties as assigned.

Requirements

- Previous experience with Youth Ministry in a Catholic Community is preferred.
- Must support the mission and purposes of the Roman Catholic Church, parish and the Diocese of Joliet.

Physical Demands¹

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform these essential functions. While performing the duties of this job, the employee is required to stand, walk, sit, and use hands to feel objects with tools or controls, reach with hands and arms, talk, and hear. The employee must occasionally lift and/or move objects up to 30 pounds. Specific vision abilities required by the job include close vision, distance vision, depth perception, and the ability to adjust focus.

To apply for this position, please send a cover letter with resume to ccohen@icelmhurst.org.

¹ This document is not intended to be a comprehensive list of work-related functions. All duties and work conditions listed are subject to change at the discretion of the Diocese of Joliet Management. The Diocese of Joliet will, in compliance with the Americans with Disability Act (ADA), accommodate essential job functions whenever feasible.