

Job Title: Coordinator of Youth Discipleship
Reports To: Pastor
Parish: St. Patrick Parish, Yorkville, IL
Position: Full-time, Benefits

About Us

At St. Patrick Parish, our vision is to transform lives in Christ by making church matter, building disciples, and seeking and saving the lost. We are dedicated to serving our over 2,000 registered families and our community with faith, compassion, and excellence.

Role Overview

The Coordinator of Youth Discipleship will have the opportunity to collaborate with a dynamic team to foster an inviting environment where youth can deepen their relationship with Jesus and others while expanding their understanding of their faith. This coordinator is responsible for the engagement of students and their families in parish life and the confirmation program of the parish, including sacramental preparation.

Responsibilities

- Oversee and plan the 7th/8th grade Faith Formation and Confirmation Program.
- For Youth Ministry, develops and implements a comprehensive ministry plan that is tailored to the teens.
- Work closely with the Coordinator of Student Ministry to ensure alignment in program goals and execution.
- Develop, train, and resource all team members (Jr. High, Youth Ministry, Young Adult*) to create a cohesive team.
- Oversee Teen OCIA and accompany teens and their families on the journey to receiving their sacraments and beyond.
- Collaborate with Evangelization Coordinator to implement Youth Alpha for teens and young adults*.
- Oversee annual trip to Steubenville Youth Conference.
- Foster the growth of personal faith and community among the leaders through regular team investment meetings.
- Develop initiatives to involve students' families in parish life, fostering a holistic community experience. (Needs to be at ease with social interactions in any setting).
- Bridge connections with the parish and Yorkville community.

Qualifications

- College degree or equivalent (in years of experience in this field) and experience with Youth Ministry and Curriculum.
- Knowledge of Catholic faith and able to articulate personal faith experiences and stories that inspire and guide others in their spiritual journey.
- A level of social maturity that can accurately represent the parish and Faith Formation team.
- Willingness to give first fruits to the ministry.
- Basic knowledge of office equipment and software/database programs and familiar with social media.
- Develops and implements strategic plans that align with the church's vision and mission.
- Create a dynamic balanced team by leveraging the unique strengths of each member.
- Strong communication skills to effectively convey the program's goals and engage with families and the parish community.
- Must support the mission, philosophy, objectives and policies of St. Patrick Parish, the Catholic Church and the Diocese of Joliet.
- Lives within 40 minutes of Yorkville Community.

Salary Range

Salary range is \$40,000 - \$42,000 annually, depending on experience.

Benefits

We offer a competitive benefits package that includes:

- Medical, Dental, Vision Insurance, Basic Life and AD & D, Long-Term Disability Insurance, Flexible Spending Accounts, Defined Pension Plan funded by Diocese of Joliet, 403(b) retirement plan, paid personal leave days, and paid holidays based on holiday schedule determined at local level.
- Voluntary benefits of Short-Term Disability, Critical Illness, Accident, Hospital Indemnity, and Permanent Life Insurance.

PHYSICAL ABILITIES THAT ARE COMMONLY ASSOCIATED WITH THE PERFORMANCE OF THE FUNCTIONS OF THIS JOB¹

- The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.
- While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand; walk; use hands to finger, handle or feel; and reach with hands and arms.
- Physically able to perform the duties as assigned including the ability to lift to 20-30 pounds if needed.
- Ability to stand, sit, or walk for extended periods of time.
- Occasional evening and weekend work, flexibility to adjust to other department/business needs.

To apply for this position, please send cover letter with resume to hr@stpatrickyorkville.org. Please include Coordinator of Youth Discipleship in the subject line of your email.

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.