

Job Title: Young Adult and Youth Ministry Director
Reports To: Pastor
Position: Full-time, Benefits
Parish: St. Petronille Catholic Church, Glen Ellyn, Illinois

Position Summary

St. Petronille Parish in Glen Ellyn, IL, a Catholic parish in the Diocese of Joliet, seeks a full-time director for Young Adult and Youth Ministry. The Director is responsible for outreach to middle school and high school students. The program should include a balance of service, catechesis, and prayer. The young adult outreach includes social and faith formation activities. We are looking for someone to help our young parishioners grow and mature as disciples of Jesus Christ.

Responsibilities

- Form a team of young adult volunteers to assist in implementing the young adult program.
- Be the parish staff responsible person for overseeing different faith and social activities led by the young adult volunteers.
- Form a team of adult volunteers to help guide the youth ministry program.
- Work in cooperation with parish and school staff with sacramental opportunities, especially including Confirmation preparation. This includes retreat experiences and service opportunities.
- Ensure that volunteers are in compliance with parish and diocesan requirements.
- Other duties as directed by the pastor.

Requirements

- Bachelor's degree in Theology, Religious Education, Youth Ministry or Religious Studies and/or a certificate in ministry or theology from a Catholic institution of higher learning is preferred.
- Must be a practicing Catholic in good standing and demonstrate an active commitment to the Church's mission.
- Support the mission, philosophy, objectives and policies of the Catholic Church and the Diocese of Joliet.
- Outstanding organizational skills, including time management, delegation, planning, and budgeting.
- Outstanding interpersonal skills and demonstrated ability to work effectively with youth and young adults.
- This position requires a highly flexible schedule comprising day, evening, and weekend hours.

Salary & Benefits

- This position is full-time, exempt, with benefits as offered by the Diocese of Joliet. Flex time accommodates a normal 40-hour work week with some night and weekend responsibilities.
- Salary commensurate with experience, education, training, and skill level.

Interested candidates should email a resume with one-page cover letter to Fr. Jerome Kish, Pastor, frkish@outlook.com. Please reference Young Adult and Youth Ministry Director in subject line.