

Title: Coordinator of Student Ministry
Reports to: Pastor
Parish: St. Parick Parish, Yorkville, IL
Position: Full-time, Benefits

Position Summary

The Coordinator of Student Ministry will have the opportunity to work with a dynamic, engaging, healthy ministry that brings children in K-6th grades and their parents to Jesus, forms them as disciples and sends them out to transform the world.

Duties & Responsibilities

- Oversee, plan, and execute the Family Formation (FF) program with the family formation team.
- Collaborate with the Youth Discipleship Coordinator to ensure Family Formation transition and to assist in combined family and special events for FF families.
- Develop, train and resource all team members (K-6).
- Coordinate leader investment meetings.
- Help oversee annual FF registration.
- Build relationships with the children, parents, and families. Must be at ease with social interactions in any setting.
- Be directly involved in growing the ministry by working in a 3-year plan.
- Build a rapport and network with other thriving ministries/parishes.
- Be involved with Yorkville Community.
- Other duties as assigned.

Qualifications

- Catholic in faith.
- High school graduate.
- Must support the mission and purposes of the Roman Catholic Church, the parish and the Diocese of Joliet.
- Must be able to share faith stories.
- Must have experience with children's ministry and curriculum.
- Willingness to give first fruits to the ministry.
- Team-building skills to utilize the team's strengths for balance.
- Communicates effectively and clearly in all forms to students, parents, parish, etc.
- Knowledge of computer software/database programs.
- Must live within 40 minutes of Yorkville Community.
- Experience with SWOT analysis, 3-year planning, and brainstorming preferred.
- Experience with social media preferred, but not required.

To apply for this position, please send cover letter and resume to Human Resources, hr@stpatrickyorkville.org.