



# St. John the Baptist Catholic Church

## **Youth & Young Adult Ministry / R.E. Coordinator St. John the Baptist, Folsom CA, Diocese of Sacramento**

*St. John the Baptist Parish is looking for a passionate, experienced Religious Education Coordinator who's focus is Youth & Young Adult Ministries. If you are ready for a challenge and have the mentality of being a servant leader, then you will fit in at St. John the Baptist. We are one of the largest Parishes in the Sacramento Diocese, serving over 4500 families.*

### **Job Duties and Tasks**

Reports to the Director of Faith Formation D.F.F.

#### Youth and Young Adult Duties and Task - 75% of total weekly work

- *Create and coordinate effective programs to engage the youth and young adults within the parish*
- *Coordinate youth and young adult events in the form of small group meetings, large group meetings, trips, and regional events*
- *Be an advocate for youth and young adults and educate the congregation of the needs of the ministry*
- *Mentor youth and young adults in developing their leadership skills*
- *Create and coordinate fundraisers to benefit Youth and Youth Adult Ministries*

#### Religious Education Coordinator Duties and Task - 25% of total weekly work

- *Coordinating and assisting the D.F.F. with events, retreats, and Sacraments*
- *Assist with religious education classes*
- *Assist with mandatory retreats and conferences*
- *Assist with administration of Sacrament preparation*
  - *Coordinating attendance records and ensuring parish records are up-to-date*

The ideal candidate has the following experience:

- *2+ years' experience working in Youth & Young Adult Ministries*
- *Holds a relevant bachelor's degree (Theology, Youth Ministries, Education, Catechetics, etc.)*

- *Can be waived with 4+ years of proven experience*
  - *Understands and successful at developing and managing a budget*
- Additionally, the ideal candidate should possess the following qualities:
- *Fully engages in the Catholic faith; lives out, supports, and defends the teachings and traditions of the Roman Catholic Church*
  - *Has received all Sacraments of Initiation*
  - *Energetic and passionate about their faith*
  - *Is an effective communicator to both teens, young adults, parents, and other staff members*
  - *Enjoys a fast-paced, team-oriented work environment*
  - *Willingness to drive innovated ideas that stimulates Youth and Young Adult participation as well as increases presence within the Mass and parish community*
  - *Self-motivated and is excited about building a new program*

**Needed to apply:**

- Cover letter
- Resume
- Two letters of recommendation

Questions or to apply, please email [info@folsomcatholic.org](mailto:info@folsomcatholic.org)