



Youth Minister & Confirmation Coordinator

Position:	Youth Minister & Confirmation Coordinator	Status:	Full-Time (30 Hours)
Supervisor:	Pastor	Schedule:	Flexible
Category:	Non-Exempt	Salary Range:	\$23.09- \$29.98

Job Description

Holy Trinity Parish is seeking a dedicated and passionate Catholic Youth Minister and Confirmation Coordinator to serve our parish community. The ideal candidate will be responsible for leading programs for middle school, high school, and young adult parishioners that create a nurturing and spiritually enriching environment that supports their growth, sacramental formation, and engagement in the Church.

Key Responsibilities

Youth Program Development:

- Develop and implement a comprehensive youth ministry program designed to engage students and nurture their spiritual growth.
- Plan and organize regular meetings, events, and activities that promote community, fellowship, and service.
- Apply relational ministry to authentically meet youth where they are to create a safe, welcoming, and inclusive environment where they can explore their faith, ask questions, and find support.

Education and Discipleship:

- Teach and facilitate discussions on relevant theological topics, helping youth understand and apply these teachings in their everyday lives.
- Encourage active participation in the Mass and Adoration, including involvement in liturgical roles and youth-led services.

Community Building:

- Build relationships with youth, parents, and volunteers to create a sense of belonging and community within the youth ministry program.
- Collaborate with other parish staff and volunteers to integrate youth into the broader life of the parish.

Outreach and Service:

- Encourage and sponsor youth participation in local and global outreach activities, promoting social justice and community service.
- Instill a sense of responsibility and commitment to serving those in need.

Leadership Development:

- Identify and develop youth leadership potential within the program.
- Empower and mentor youth in leadership roles within the ministry.

Managing Youth Program:

- High School Youth Group meets regularly during the school year.
- Middle School Youth Group: reinstate meetings for this age group during the school year.
- Young Adult Group meets regularly throughout the calendar year.
- Middle School and High School Confirmation monthly combined sessions and retreats.
- Serve as parish on-site staff for evening sessions of Totus Tuus (one week in June or July)

Qualifications

- Strong knowledge of the Catechism of the Catholic Church.
- Basic Catechist Certification OR willingness to complete this certification.
- Experience in youth ministry or a related field.
- Openness to following the Bishop's Guidelines for Confirmation.
- Excellent communication and interpersonal skills.
- Passion for nurturing the spiritual growth of young people.
- Knowledge and experience with management of social media platforms, including Facebook and Instagram.
- Familiarity with graphic design software (Canva or similar) and video editing skills.
- Ability to pass a background check and complete Safe Environment Training.

Schedule:

- Flexible, but the candidate must be available for all meetings of Young Adult Group, High School Youth Group, Middle School Youth Group, evening summer Totus Tuus program, and the middle school and high school Confirmation.