

Saint Mary Church, Marion, Ohio
Employment Opportunity

Date: April 18, 2018

Status: Full-time, exempt (salaried)

Deadline: Apply by May 31, 2018

Parish: St Mary, Marion, Ohio

Position: Director of Christian Formation

Practicing Catholic: Required

St. Mary Church, the Catholic parish for all of Marion County, Ohio, is seeking a full-time Director of Christian Formation.

Areas of responsibility:

Plan and oversee all adult faith formation and spiritual programs

Organize all aspects of adult and children's RCIA

Train adults for roles of liturgical service

Coordinate prenuptial preparation

Coordinate funerals

Coordinate weekly Communion visits to homebound parishioners and parishioners in nursing homes/retirement facilities.

Coordinate pastoral visits to hospitalized parishioners

The successful candidate will be an active, committed, faith-filled Roman Catholic, possessing strong leadership, inter-personal, organizational and administrative skills. He or she will hold a master's degree in Catholic theology or equivalent professional training, possess a solid understanding of the Catholic Faith, adhere to all the teachings of the magisterium of the Catholic Church, and be able to teach and share the same; have a love for preaching the gospel and evangelizing; have a minimum of two years leadership experience in parish ministry or equivalent. Regular evening and weekend work hours are required.

Job offer is contingent on the successful passing of the mandatory background screening and completion of the VIRTUS "Protecting God's Children" program. To apply, please send résumé with a cover letter (including salary requirements) and a list of professional references to

Fr. Thomas Buffer, Pastor

251 N. Main St.

Marion OH 43302

or

fatherbuffer@hotmail.com

Full job description available on request