
St. Joan of Arc Parish

Employment Opportunity

Date: May 8, 2018

Parish: St. Joan of Arc (Powell)

Position: Young Disciples Coordinator

Deadline: Until Filled

Status: 20 - 25 hours per week

Practicing Catholic Required: Yes

Summary of the Position: St Joan of Arc Catholic Church, a large, suburban parish located in Powell, Ohio, is seeking a Young Disciples Coordinator. The person in this position is responsible for all activities within the preschool program, ages 3 – Kindergarten, including writing and maintaining Preschool Parish School of Religion curriculum, providing family catechesis opportunities for preschool students and their families, overseeing and training preschool catechists and catechist assistants, facilitating group meetings, including group presentations. The coordinator will also act as a Youth Faith Formation staff liaison for other young disciples programs such as Vacation Bible School, Kid's Night Out, Adoration with Children, other catechetical opportunities for children during adult ministry events, etc. The coordinator works in conjunction with the Youth Faith Formation Director, the Young Disciples Assistant and the other coordinators in Youth Faith Formation to maintain a well-run program.

Qualifications for the position: The successful candidate will have a bachelor's degree, preferably in theology/religious studies or education; basic catechist certification with intent to earn advanced certification (or be willing to obtain certifications), 2 to 3 years previous experience is required. This is a part-time position, 20-25 hours per week, which includes Sundays and some evenings.

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 a cover letter, resume, and references to Shana Leonard, Youth Faith Formation Director, at sleonard@stjoanofarcpowell.org.