

Good Shepherd Parish – Youth Ministry Coordinator Job Description

Date: Oct. 9, 2018

Job Title: Youth Ministry Coordinator – Good Shepherd Parish

Type of Position: Part Time, up to 20 hours/week

Ages of Participant Group: Youth aged 11-18

Length of Term: Yearly contract, renewable

Goals of the Position:

- To evangelize young people within the boundaries of Good Shepherd Parish.
- To lead an active youth ministry program in which young people are formed as faithful and active Catholics, and leaders in church and society.

Required Activities and Tasks Associated with the Position:

- Develop and lead youth programs for youth in grades 6 through 12 that form members humanly, spiritually, apostolically, and intellectually. These include, but are not limited to, Friday evening youth programming, grade 6 retreats, etc.
- Meet regularly with pastor/leadership team, and meet/submit reports monthly to the Parish Pastoral Council.
- Encourage members to receive the sacraments of the church regularly.
- Recruit new youth and seek ways/create opportunities to attract new members.
- Develop and maintain personal relationships with youth and their families through meetings at the parish, phone calls, emails, and other social media.
- Network and coordinate programming with diocesan and neighbouring parish groups/ministries.
- Coordinate and lead liturgical activities for youth, and communicate with other parish ministries for children and youth (e.g. Catechesis of the Good Shepherd, Children's Liturgy)
- Participate in ongoing professional development and training.

Potential Activities and Tasks Associated with the Position:

- Coordinate the Good Shepherd Parish Confirmation Preparation program for youth in grade 6 (and above) as a member of the parish Sacramental Preparation team. Lead the formation sessions with a team of volunteers, and work with the Chair of the Liturgy Committee to coordinate the Confirmation mass.

- Lead activities for spiritual development, as well as service and fundraising projects including, but not limited to, annual Vacation Bible School.

Skills/Experience/Qualifications

- Must be a practicing Catholic who upholds the teachings of the Church and has a rich personal prayer life.
- Individual must be a visible presence at Masses (minimum 1/month) and events at Good Shepherd Parish.
- Minimum of 1 to 2 years' experience in parish-based youth ministry.
- Knowledge of own strengths and charisms and how to use them to build up the ministry.
- Willingness to participate in ongoing professional development training.
- Ability to play a musical instrument an asset.
- Must meet all Responsible Ministry requirement (including Police Check for Vulnerable Sector work) must sign the Archdiocesan Pastoral Code of Conduct.