

Job Title – Director of Faith Formation

Hours- Full time, benefited

Parish- Church of St. Jude
2212 McDonough St.
Joliet, IL 60436

Start a Great Career with a Great Purpose!

The Church of St. Jude Parish family celebrates God's presence by striving to live the Word and by sharing God's Love, Joy, and Peace. We work to build unity through Worship, Prayer, Education, Service, Fellowship, and by ministering to the needs of each other and the community at large.

The Church of St. Jude in Joliet, Illinois is seeking a Director of Faith Formation to join our parish staff. We are looking for a person of prayer and leadership with a heart for evangelization. The Director works under the pastor to carry out his vision for evangelization and mission in the parish. We seek a person who is willing to collaborate with our team of dedicated and mission-driven parish and school staff members toward helping the youth and adults of our parish to be in communion and intimacy with Jesus Christ.

In this role, You will...

- Coordinate Sacramental Preparation (Baptism, First Reconciliation and Communion, Confirmation, RCIA)
- Continue the implementation of the Family Formation Program designed for parents and their children preschool through 8th Grade.
- Direct the RCIA process for candidates and catechumens
- Lead the recruitment, formation, and training for all Adult Formation, Family Formation, and RCIA volunteers and catechists
- Coordinate adult and youth faith formation opportunities at the parish – Adult Bible Study, faith-sharing groups, parish missions, youth summer camps

Required

- B.A. in Catholic Theology, pastoral ministry, catechesis or equivalent required
- Must be a practicing Catholic with a personal commitment to Jesus Christ, fidelity to His Church, knowledge of Her teachings, and love for evangelization
- Empathy and excellent pastoral skills needed for the care of the unique needs of each parishioner and family
- Willingness and ability to work collaboratively with the pastor and all levels of parish and school staff and volunteers
- Strong organizational, planning, time management, and problem-solving skills, as well as strong written and oral communication skills
- Familiarity with the Family Formation Program (from the Church of St. Paul in Ham Lake, MN) is a plus. Must be willing to learn and implement this as the curriculum for the formation of our parents and families
- Fluency in computer and technology – Director maintains regular communication with parishioners through email, parish website, blog, and Facebook page
- Works on a flexible schedule according to the activities of the day and seasons of the year. The Director shall be visible and available to the parish community. This person will maintain regular office hours at

the Parish Office from 9:00 a.m. to 5:00 p.m., Monday through Friday (or such times and days as agreed to by the Pastor). The work averages or requires 40 hrs per week with some evening and weekend work

- Since this is a ministerial position, must be a practicing Roman Catholic in good standing, and must know, profess and act consistently in accordance with the doctrinal and moral teachings of the Catholic Church, and with the mission, philosophy, objectives and policies of the Diocese of Joliet

If interested in this opportunity, please send a cover letter and resume to Fr. Michael Lane at mlane1596@comcast.net