

## POSITION OPENING – COORDINATOR OF YOUTH and YOUNG ADULT MINISTRY

Our Lady of the Snows Parish has an opening for a Coordinator of Youth & Young Adult Ministry. Under the direction of the Pastor, the Coordinator of Youth & Young Adult Ministry oversees all administrative and operational functions to build on and promote the youth and young adult ministry program currently in place in the parish.

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### ESSENTIAL FUNCTIONS & RESPONSIBILITIES

- Develop and build a Vibrant Youth and Young Adult Parish Ministry
- Form a team from parishioners to minister to and with young people and young adults
- Interpret the needs of young people for the broader community and identifies strategies for making our parish “youth friendly”
- Coordinates activities, resources and support that helps families to promote healthy growth and faith development
- Cooperates with other parish directors, parish school staff, Bishop Manogue Catholic High School Campus Ministry, diocese directors, other churches & schools, and civic community to promote effective programs/services for youth and positive values in youth (i.e. Confirmation program, service ministry for junior high and high school teens)
- Must be able to pass Diocese background check and maintain certification in Protecting God’s Children program

### QUALITIES

- Strong work ethic
- High energy individual committed to working with the theological perspective of Vatican II and supporting the Church of the 21<sup>st</sup> century
- Able to build and support a team of adults
- Communication skills

### QUALIFICATIONS

- Practicing faith-filled Catholic committed to the Church and its mission
- Bachelor’s degree or significant related experience in religious education and youth ministry
- Proficient in the use of a variety of computer and office equipment and other modern technology
- Minimum of two years’ experience working with youth
- Effective oral and written communication skills

### SALARY, COMPENSATION & BENEFITS

- This is a salaried, full-time position
- Individual or family health and dental benefits are available
- 403b retirement plan is available

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If you or someone you know is qualified and interested in applying, applications are available in the parish office or on our website [www.olsparish.com](http://www.olsparish.com). Please submit your application, with resume by August 10, 2018 to Susann Boley, Parish Business Administrator, 1138 Wright St, Reno, NV 89509, or by email to [parishadministrator@olsparish.com](mailto:parishadministrator@olsparish.com).