

St. Patrick's Parish Pastoral Associate to Youth Ministry Job Description

Our Parish Community

St Patrick's Parish, located in the Whitinsville section of Northbridge, Massachusetts, is a lively community of just under 1,300 households in the Diocese of Worcester. Currently, we have over 300 students enrolled in Religious Formation programs and approximately 50 adults and youth as teachers and aids. On average 40 students receive the Sacrament of First Communion and 38 students receive the Sacrament Confirmation, 35 students will be traveling this summer on Young Neighbors in Action. In 2016 a group of 10 Young People traveled to Word Youth Day in Poland and we are planning on taking a group to Rome for Youth Festivities associated with World Youth Day in Panama in the summer of 2019.

The parish participates in a regional Catholic School www.ourladyofthevalleyregional.com/. Many families also attend other Catholic schools throughout the Diocese and Rhode Island.

Who Is A Pastoral Associate to Youth Ministry?

The first thing necessary is a real sense of being a disciple of Jesus Christ. Before coordinators of Pastoral Associates do anything, they must be serious about their relationship with God in Jesus Christ. That means an active prayer life, familiarity with scripture, especially the gospels, a real connection to church life including the sacraments, its moral teaching and the realization of their own need for conversion.

Above all Pastoral Associates must love young people! They are evangelizers who live and preach the Gospel with joy and conviction. They serve as a mentor, guide, example, teacher, companion, and friend. They know how to set and respect boundaries and have a good and healthy sense of self. Their main goal is "to make disciples" and help young people develop a relationship with God and his Church.

What Sort of Education and Training Is necessary?

The Pastoral Associate to Youth Ministry is a professional. They have at least a bachelor's degree. They have sought opportunities to serve as a volunteer or

intern in parish youth ministry programs. Certification and standards are important to them. They have a background in religious studies or theology and are open to examining the tenets of Catholic youth ministry. The coordinator knows and understands the bishops' documents on youth ministry, especially the 1997 USCCB document *Renewing the Vision: A Framework for Catholic Youth Ministry* and *Rebuilding Youth Ministry* by Christopher Wesley. They are open to ongoing education, never stop learning and take advantage of professional journals and organizations. On occasion the mature coordinator of youth ministry realizes that they may be in over their head and seeks the help, support and advice of others in the field.

Finally, the Pastoral Associate to Youth Ministry is a humble servant, one who while wanting to make a living and enjoy life is a living reminder of the person and presence of Christ. Youth ministry is a real adventure; it is a joy, a challenge, a cross and a mission. A Pastoral Associate to Youth Ministry is open to talk with other youth ministers, find out what they do, ask them questions about real life situations as well as take the time to pray and reflect about this ministry and the ways that God is calling them to share their gifts with others.

1. General Responsibilities

The Pastoral Associate to Youth Ministry provides a “vision” and coordination for the parish’s efforts in ministry to young people from 6th through 12th grades. This vision has to reflect the vision of the Pastoral Team. Some of the general responsibilities include: high school and middle school sessions (weekly or bi-weekly gatherings), monthly activities, catechesis, sacramental preparation (confirmation and RCIY), Just in 5 Days and YNIA (Young Neighbors in Action). The Pastoral Associate to Youth Ministry will work as a team with the coordinator of PK-5 and Kids ministries.

2. Accountability

The Pastoral Associate to Youth Ministry is a member of the parish staff who reports directly to the pastor, and indirectly to the parish staff and Pastoral Team.

3. Responsibilities

- Evaluate and develop a systematic and intentional plan for adolescent faith formation that utilizes a creative and “irresistible” variety of formats, settings, and timeframes that help young members of our community grow in their relationship with God.

- Shape a “dynamic team” by coordinating the recruitment, training, supporting, and evaluation of volunteers in the youth ministry program
- Develop a budget for youth ministry with the parish business manager
- Coordinate the confirmation program and YNIA
- Foster the involvement of young people in the life of the parish, including serving on various parish ministries and being involved in parish activities
- Coordinate the outreach to and evangelization of all young people in the parish
- Provide appropriate services and programs for parents of adolescents. Handle highly confidential information and navigate youth and adult relationships maturely,
- Advocate for a comprehensive vision of youth ministry, based on the 1997 USCCB document, *Renewing The Vision: A Framework for Catholic Youth Ministry & Rebuilding Youth Ministry* by Christopher Wesley
- Attend regular staff meetings and participate in staff planning
- Communicate to staff about youth ministry activities and seek staff input in planning youth ministry activities
- Be a resource person to parish staff on issues related to youth and youth ministry
- Study successful ministries, be open to learning, and growing
- Provide resources (print, video, multi-media) for effective programming
- Serve as the liaison with the Diocesan Office of Youth ministry and their programs, services and resources
- The Pastoral Associate to Youth Ministry will have a collegial relationship with parishes in the local cluster and with the parochial schools at which some students are enrolled
- Establish similar positive relationships with local churches, all members of the Northbridge Association of Churches.

4. Relationships

- Pastor–immediate supervisor
- Parish Staff–close cooperation and communication
- Pastoral Team –attend regular meetings and provide a youth ministry report
- Parish Committees–communicate and collaborate with appropriate committees, i.e., liturgy, religious education music ministry, etc.
- Parents and Parishioners – regular communication and seek input as appropriate
- Diocesan Offices – regular communications and adherence to Diocesan policies.

Salary Package

The parish will provide compensation commensurate with education and experience, based on diocesan salary guidelines, plus health care, pension, disability, and professional development.

How to Apply

Interested applicants should send a cover letter and resume to Jackie@mystpatricks.com Deadline for applications is June 15, 2017 The position will remain open until filled.