

EMPLOYMENT OPPORTUNITIES

PART-TIME PASTORAL ASSOCIATE POSITION AVAILABLE FOR St. Francis/All Saints/St. Thomas of the Pines Catholic Churches

Responsibilities: Coordination of the liturgies and environment, development of liturgical training scheduling of lay ministers, scheduling of substitute priests, training of lay ministers, chair Liturgy Commission, manage liturgical inventory and budgets.

Qualifications: Understanding and appreciation of the Catholic faith and institutions. Excellent communication skills (speaking, writing, listening) including public speaking. Works collaboratively. Excellent organizational and administrative skills. Prefer some college work in theological/liturgical studies or experience in coordinating parish liturgy and volunteer ministry. Demonstrated proficiency in computers. Please contact Maureen Pickar at 218-822-4040 or email her at mpickar@blccnorth.org for an application.

Deadline to submit an application is September 15, 2019

FULL-TIME MAINTENANCE custodian needed immediately for St. Francis Church, School, and Northern Cluster Campus. Position is benefits-eligible. Responsible for all maintenance and appearance of the physical plant and grounds under the direction of the Lead Maintenance Engineer. Majority of hours will be split between church and school on a daily basis. Hours are somewhat flexible with occasional week-end hours required. Must have practical skills and knowledge of painting, carpentry, drywall, plumbing, electrical and maintenance work. Call Mark 218-820-3193 for a more detailed job description or if you have questions.

LITURGICAL MUSIC DIRECTOR – Part-time. Directs and coordinates the music program for St. Francis Church, including the adult choir, bell choir, contemporary group, cantors and accompanists. Recruits and develops cantors and choir members. Establishes the musicians/singers schedules. Leads rehearsal. Accompanies the choir and cantors.

Qualification: Understanding and appreciation of the Catholic faith and institutions. Demonstrated proficiency of musical skills. Excellent communication skills. Works collaboratively. Excellent organizational skills. Degree in music or comparable experience. Demonstrated proficiency in computers. Please contact Maureen Pickar at 218-822-4040 or email her at mpickar@blccnorth.org for an application.

The deadline to submit an application is September 27, 2019.