

## Youth and Young Adult Ministry Position

### Mission Statement:

As the Catholic Church of St. Ludmila, we follow Jesus' command to "Go and Make Disciples." Empowered by the Holy Spirit, nourished by prayer, the sacraments and Sacred Scripture we strive to:

- Answer the call to lifelong conversion
- Form each generation in the Faith by welcoming others to join in sharing their gifts
- Serve our community to reveal the Kingdom of God

### Education

- Bachelor's Degree in Religious Studies, Theology or equivalent experience in a related field

### Time Commitment:

- Full time 40 hours per week- requiring some evenings and weekends

### Office Skills

- Microsoft Office, Excel, PowerPoint, Gmail, Editing, Writing, and Public Speaking

### Reports to and evaluated by:

- Director of Faith Formation and Faith Formation Committee
- Works in cooperation with Director of Faith Formation, Coordinator of Religious Education, Music Minister and the Pastor.

### General Responsibilities for **Youth Ministry Coordinator** (6<sup>th</sup>-12<sup>th</sup> grade)

- Lead the Youth Ministry for St. Ludmila Parish
- Collaborate with Faith Formation Committee in order to guide the vision and mission of Youth Ministry
- Create and develop a strategic plan for Youth Ministry
- Create a monthly calendar of planned Youth Ministry events for the parish website, Constant Contact, and paper publications.
- Three youth events per month (social, spiritual, and or local service).
  - Two High School events and one Middle School event
- Work with Cedar Rapids Archdiocesan Youth Ministry (CRAYM) meetings and events.
- Coordinate and participate in National Catholic Youth Conference (NCYC)
- One High School Social Justice Trip during the summer or spring break
- Promote TEC, Quest Retreat, and other Archdiocesan programs and events for St. Ludmila parishioners
- Oversees VIRTUS training and maintain records of all chaperones involved in Youth Ministry
- Represent one of the Confirmation team members

### General Responsibilities for **Young Adult Coordinator** (ages 18-39)

- Kirkwood Community College outreach and develop monthly event for young adult
- 1 Monthly event (social, spiritual, and service)
  - 2 events on the Kirkwood campus each year
  - 2 events each year with engaged couples and newly married couples

- Coordinate and recruit leaders for Bible Studies
- Develop and execute a young adult or parish retreat

#### Parish Communication

- Collaborate with Parish staff when planning events
- Communicate with parish community and parents