



Employment Opportunity

YOUTH MINISTER

St. Timothy Catholic Church

21 Leith Hill Rd, Toronto, ON M2J 1Y9

Full time (35 hours per week)

Overview:

St. Timothy's Parish in North York is seeking a full-time Youth Minister to oversee the youth programs for grade 6-12 at the parish as well as sacramental preparation for First Communion and Confirmation. The Youth Minister will develop/facilitate a youth ministry program founded in the Gospel that inspires and ignites the Holy spirit in the hearts of the youth with the goal of forming intentional disciples. The Youth Minister collaborates with the Pastor and Associate Pastor to provide vision and coordination for youth ministry. Prior experience in youth ministry would be an advantage. The target start date is August 15, 2022.

Responsibilities:

Youth Ministry Grade 6 to 12

- Plan, prepare, organize and launch a youth program at the parish rooted in evangelization, catechesis and prayer. Ability to address relevant issues and provide opportunity for healthy socialization
- Develop a team of parish volunteers to assist in youth ministry
- Direct, form, train and recruit new volunteer youth leaders
- Run the following retreats:
 - Confirmation retreat; Youth group retreat; Youth leaders training retreat
- Develop necessary Social Media outlets and networking options to communicate and enhance ministry outreach
- Regularly visit youth in Catholic schools and develop healthy relationships with the students
- Coordinate the scheduling of activities and reserving of church/hall/meeting rooms
- Develop and advocate for creating an environment that supports youth ministry across the parish and its ministries
- Able to set a vision for the youth ministry and state several goals on how to achieve the vision
- Bring youth to Lift Jesus Higher Rally and Steubenville conferences

Sacramental Preparation for First Communion/Reconciliation and Confirmation

- Oversee, assist and direct the Preparation for the Sacrament of Confirmation and First Communion through the parish that is comprehensive, and handle responsibilities of the Confirmation and First Communion (liturgical & administrative)
- Plan and run the necessary Confirmation Retreat for Confirmation candidates
- Recruit, direct, and form leaders to assist with Sacramental preparation



Other

- Research and pursue appropriate youth conferences and events to support parish ministry
- Be a strong and proficient communicator and have competent administrative skills
- Network with existing Catholic youth ministries in the nearby parishes and in the Archdiocese in general to enhance opportunities, experiences and resources that could be shared and hence benefit the parish
- Develop annual budget and track program expenses against that budget
- Able to work evenings and weekends
- Establish healthy interactions and opportunities to enhance parent engagement and parent support
- Develop social media outlets communicate and enhance ministry outreach

General Requirements:

- Full communion with the Catholic Church
- Have a mature spiritual life
- University graduate or equivalent and be proficient in English
- Education/formation/training background suited for the work required in this position – or be prepared to develop if required
- Fundamental computer skills necessary for administrative functions (documents, presentation tools, web navigation, etc.)
- Above average knowledge in the use of technology such as social media
- Set and follow through with 2-4 goals per year in each of the key responsibilities outlined above
- Strong interpersonal skills
- Work collaboratively as a member of the parish pastoral team
- Meet the Pastor at least once a week or once every two weeks and provide a status update on the work done already and what is planned for the coming week. Action items to be discussed and agreed with the Pastor
- Follow the Archdiocese policies and guidelines
- Valid driver's license and access to a reliable vehicle
- A criminal background check will be required of the successful applicant

Those wishing to be considered should submit their resume (with a minimum of 3 references)
and cover letter in MS Word or PDF format to:

Fr. Galen Bank at sttimothyto@archtoronto.org. Deadline for receipt of applications is **July 29th, 2022**.

We thank all applicants, however, only those selected for an interview will be contacted.

In compliance with the Accessibility for Ontarians with Disabilities Act (AODA), the Archdiocese of Toronto provides reasonable accommodations to individuals with disabilities. If contacted for an interview, applicants should make any accommodation needs known at that time.