

Job Posting

Parish Director of Faith Formation

To start on JULY 1, 2022.

Religious Education. Saint Christopher Roman Catholic Church, Diocese of Las Vegas, has an immediate opening for a full-time **Director of Faith Formation** with language skills to communicate effectively in both Spanish and English. The DFF is responsible for all aspects of faith formation in the parish: Adult, Youth, and Children. This includes but is not limited to recruiting and training volunteer catechists for 6-12 grades. The DFF also supervises the Coordinator for Children's Faith Formation and all volunteer catechists related to sacramental preparation courses and processes. As a multi-cultural parish, the DFF attends to the catechetical learning process for children who learn in Spanish or English, or both languages.

Christian Initiation. Each year there are numerous non-baptized inquirers and baptized but un-catechized candidates enrolled for Christian Initiation (RCIA). The DFF supervises the formation and pedagogical efforts of all catechists related to RCIA/RICA at the level of Adults (18+), as well as adapting the process for Elementary, Middle and High School age participants.

Qualifications and Expectations: The DFF must be a Roman Catholic in communion with the Church, have five years or more of experience directing a catechetical program. The DFF is expected to be familiar with the following resources:

- The new edition "Pontifical Council for the Promotion of the New Evangelization **DIRECTORY FOR CATECHESIS**" (2020).
- Liturgical and other appropriate teachings of **Vatican II** for evangelization and catechesis.
- The pastoral initiatives and writings of **Pope Francis** and similar publications from the United States Conference of Catholic Bishops (**USCCB**).
- National Statues for the Catechumenate.
- The candidate must hold an **undergraduate or master's degree in pastoral ministry**, with an emphasis on catechesis or pastoral theology.
- A candidate without a degree in ministry must have an up-to-date **Master Catechist Certificate** with at least 5 years experience directing /leading a catechetical program.

Skills. The DFF must be proficient in **Microsoft Office programs** such as Word and Excel, Power Point and similar software that support this area of ministry. Also helpful is a willingness to learn church specific software such as Parish Data Systems. The candidate needs to possess interpersonal, organizational, and communication skills for leadership and supervision, and can demonstrate an ability to work well within a multi-cultural parish community while providing team support to parish staff. This position **reports directly to the Pastor** and requires a flexible schedule that includes working some weekends and evenings to support year-round programming. Base pay commensurable with experience.

Contact: Applicants submit a cover letter, Diocesan Employment [Application](#), resume with references to

Father Miguel Rolland, Ph.D.
(Parochial Administrator)
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About the Employer

The Diocese of Las Vegas

March 1, 2022