

## **Job Description**

<b>Post:</b>	<b>Diocesan Co-Ordinator for Faith Formation and New Evangelisation</b>
<b>Job Type:</b>	Full-time
<b>Contract Duration:</b>	3 year fixed term
<b>Location:</b>	Bishops House, John's Hill Waterford
<b>Salary range:</b>	Competitive remuneration, commensurate with experience, will apply to this appointment

### **Scope of the Role**

The Diocesan Faith Formation and New Evangelisation office is the means by which the Bishop as pastor and chief catechist directs and moderates all the faith formation activities of the Diocese

The **Diocesan Co-Ordinator for Faith Formation and Evangelisation** is responsible, under the direction of the Bishop, to support the work of Faith Formation (including Youth Ministry) throughout the pastoral areas of the Diocese and ensure the 'approach to initial proclamation, Christian initiation, New Evangelisation and theological reflection in the diocese, listening, supporting and encouraging all those who collaborate in these forms of ministry" (*Share the Good News, National Directory for Catechesis in Ireland, 2010, paragraph 144*).

### **Key Duties and Responsibilities**

- Work under the direction of the Bishop to ensure that projects in Adult Faith Development and in Youth Ministry are implemented and coordinated throughout the Diocese and in each pastoral area
- Organise courses of study which can be held at Parish and Diocesan level to engage people in faith formation and catechesis.
- Establish an RCIA programme
- Assist in design and implementing initiatives in the New Evangelisation
- Engage in other duties suitable to the role as agreed by the Bishop
- Collaborate with existing Diocesan workers and teams
- Support parishes in preparing for the World Meeting of Families 2018 and other relevant events as they take place (e.g. Faith Festivals)
- Work with an evangelisation team
- Other duties may be assigned

*The successful applicant will have*

- A qualification in Catechetics / Religious Education/ Theology
- A qualification in Leadership and/or Pastoral Care/ Youth Ministry
- Familiarity with current directions in pastoral ministry and the mission of the Church, especially in the areas of youth ministry and adult faith development
- An ability to work collaboratively with priests and laity working in youth ministry, pastoral renewal and adult faith development in implementing the vision for pastoral renewal and faith development contained in Share the Good News – the National Directory for Catechesis in Ireland
- Effective pastoral, organizational and communication skills
- Excellent research, analytical and report writing skills
- Familiarity with social media and the use of Microsoft Office Professional (including Word, Excel and PowerPoint)
- A full Irish or EU driver's license

**Special requirements:**

- A deep respect for and adherence to the teachings of the Catholic Church;
- A positive disposition, excellent interpersonal skills and ability for constructive; collaboration with both priests and laity;
- Good organisational and planning skills and an ability to work on his/her own initiative;
- Flexibility with regard to hours of work and travel;
- A probationary period of six months will form part of this fixed term contract;

Applicants should send a cover letter and CV's electronically to [waterfordlismore@eircom.net](mailto:waterfordlismore@eircom.net) or by post to

Diocesan Secretary  
Bishops House  
John's Hill  
Waterford  
X91 P2K8

The closing date for submissions is Thursday 31<sup>st</sup> August 2017. It is envisaged that interviews for successful candidates would begin on or near 12 September.