



ST. PADRE PIO PARISH

5500 Major Mackenzie Drive, Kleinburg, Ontario L0J 1C0
Tel: (905) 893-7879 Fax: (905) 893-7885
1-866-436-7979 stpadrepio.archtoronto.org



Archdiocese
of Toronto

Employment Opportunity

YOUTH MINISTER

St. Padre Pio Parish

5500 Major Mackenzie Dr W., Kleinburg, Ontario L0J 1C0

Full time (35 hours per week)

Target Hiring Salary: \$45,000 - \$50,000

Overview:

St. Padre Pio Parish is seeking a full time Youth Minister to implement programs, retreats and outreach that meet the spiritual formation of youth from grades 6-12. This position reports to the Pastor and provides leadership and direction for the yearly activities of the parish Youth Ministry, as well as advocacy for the youth.

Responsibilities:

EDGE or similar Grade 6 – 8 Ministry

- Invest time in meeting, engaging and developing relationships with pre-teen age youth
- Prepare and successfully launch a grade 6 – 8 programs at the parish that provides a strong catechetical, social & relevant issue component to its sessions bi-weekly or weekly
- Develop a team of parish volunteers to assist in this “tween” program
- Prepare and run an “Edge” ministry retreat
- Mark time to consistently visit youth in Catholic schools and develop healthy relationships with the students (8-10% of time/week)
- Develop necessary Social Media outlets and networking options to communicate and enhance ministry outreach

Sacrament of Confirmation Preparation

- Assist or Direct the Sacrament of Confirmation formation process through the parish that is comprehensive, and handle responsibilities of the Confirmation itself (liturgical & administrative)
- Run the necessary Confirmation Retreat for confirmandii
- Recruit, direct, and form leaders to assist with Sacrament of Confirmation preparation

High School Ministry program (Life Teen or Other)

- Invest time in meeting, engaging and developing relationships with teenage youth
- Prepare and successfully launch a high school program at the parish that provides a strong catechetical, social & relevant issue component to its sessions bi-weekly or weekly
- Recruit, form and train (or arrange for) a team of parish volunteers to assist in this teen program
- Prepare & run a high school ministry retreat
- Prepare & run a retreat for volunteer leaders in the youth ministry programs (annual)
- Plan for weekly school visits with students (approx. 5 – 8% of time/week) Develop necessary social media outlets and networking options to communicate and enhance ministry outreach
- Establish healthy interactions and opportunities for parents to connect to the ministries

Camp Ministry Opportunities

- Research feasibility of running a parish-based summer Catholic camp program for children of the community
- Prepare and provide parish summer camp experiences for children at or through the parish

Ongoing Functions

- Develop and advocate for creating an environment that supports youth ministry across the parish and its ministries
- Develop and advocate for creating an environment that supports youth ministry across the parish and its ministries
- Set & follow through with 2 – 4 Goals in each KRA per year
- Research and pursue appropriate youth conferences and events to support parish ministry
- Network with existing Catholic youth ministries in the archdiocese to enhance opportunities, experiences and resources that could benefit the parish
- Oversee the parish youth ministry budget development and usage
- Seek opportunities to bring parent connections, support and engagement as part of ministry processes

- Other duties, as required

General Requirements:

- Education/formation/training background suited for the work required in this position – or be prepared to develop if required
- Be in full communion with the Catholic Church with a mature spiritual life
- Fundamental computer skills necessary for administrative functions (documents, presentation tools, web navigation, etc.)
- Proficient communicator with strong interpersonal skills
- Work collaboratively as a member of the parish pastoral team
- Above average knowledge in the use of technology such a social media
- Access and use of a vehicle for the position
- Able to work evenings and weekends
- Must be legally entitled to work in Canada
- A criminal background check will be required of the successful applicant

Benefits:

This role is eligible for:

- 3 weeks of annual vacation upon hire
- Group benefits plan after 3 months (Health, Dental, Life Insurance, Travel Medical Insurance, Long Term Disability, and Employee and Family Assistance Program)
- Defined Benefit pension plan after 3 months with a 1%, 2% or 5% contribution match
- Access to family-friendly policies including Maternity/Parental Leave top-up benefits and paid sick days which can be used for family caregiving due to emergency or sickness

- Reimbursement for professional designation/membership fees and continuing education
- Paid annual retreat days and moving days

Those wishing to be considered should submit their resume and cover letter in MS Word or PDF format to: **Father George Parayil** at gparayil@archtoronto.org. Deadline for receipt of applications is **June 30, 2024**. 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.