



## **Employment Opportunity**

### **YOUTH MINISTER**

#### **St. Joseph the Worker Parish**

1100 Mary Street North, Oshawa, ON L1G 5G8

Full Time (35 hours per week)

Target Hiring Salary: \$42,000 – 47,320

#### **Overview:**

St. Joseph the Worker Parish is seeking a modified full time Youth Minister to implement outreach and social retreats that meet the spiritual formation of grades 6-12 youth. 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 Ministry (grade 6-8)*

- Invest time in meeting with engaging and developing a relationship with the youth of the parish
- Prepare and launch an Edge Program (pre-high school grades 6-8 students) that provides a strong catechetical, social and relevant issue component to its sessions – bi-weekly or weekly
- Develop a team of parish volunteers to assist in the “tween” program
- Oversee leaders with responsibilities in the appropriate ministries
- Allocate time to consistently visit youth in Catholic schools and develop healthy relationships with the students

##### *Confirmation Program*

- Assist and potentially direct the Sacrament of Confirmation formation process through the parish that is comprehensive
- Coordinate and lead the necessary Confirmation Retreat for the confirmandii

##### *Life Teen Ministry (High School Ministry (grades 9-12))*

- Invest time in meeting, engaging and develop relationships with teenage youth
- Begin the process of preparing materials and programming for the parish Life Teen ministry (high school aged students) to be launched in 2025
- Hold 2 to 5 gatherings per month, providing resources, planning, promotion and execution of the ministry
- Prepare and lead 1 to 2 retreats per year for pre-high school ministry; 1 to 2 retreats per year for high school ministry (later program formation) and 1 retreat/year for volunteers involved in those ministries

##### *Other Duties*

- Develop and advocate for creating an environment that supports Youth Ministry across the parish and its ministries
- Develop necessary Social Media outlets and networking options to communicate and enhance ministry outreach
- Direct, form and recruit new CORE member volunteers

- 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
- Set goals to provide opportunities for youth to be more involved in the liturgical life of the parish
- Establish healthy interactions and opportunities for parents to connect to the ministries
- Network and create a liaison relationship with the University Chaplaincy
- Other duties as required

### **General Requirements:**

- Have an education/formation/training background suited for the work required in this position – (a Bachelor's degree is highly desired) or be prepared to develop if required
- Have at least 3 years of related experience in a Catholic Youth Ministry environment an asset
- Have a mature spiritual life
- Be in full communion with the Catholic Church
- Have a strong sense of the importance of parish community
- Be highly organized and have competent administrative skills
- Able to effectively balance multiple priorities and projects
- Strong interpersonal/communication skills
- Able to work collaboratively as a member of the parish pastoral team
- Have an above average knowledge in the use of technology such as social media
- Have fundamental computer skills in documents, MS Office, PowerPoints, web navigation
- Experience in music an asset
- Able to work evening and weekends
- Have a valid driver's license and access to a reliable vehicle
- 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:

- 15 vacation days per year
- 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 with a 1%, 2% or 5% contribution match after eligibility requirements outlined in our Policies and Procedural Manual are met
- 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: **Fr. David Twaddle** at **DTwaddle@archtoronto.org**. Deadline for receipt of applications is **July 18, 2025**. 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.*