

Job Posting Form

Date Posted: 7/31/2018

Send completed application and resume to: Ann Zilliox
Diocese of Buffalo
795 Main Street
Buffalo, NY 14203
E-mail: azilliox@buffalodiocese.org

Type of Employment: Summer: Part-Time: If part-time, # of hours per week _____ Full-Time:

Job Title of Open Position: Associate Director

Salary: Commensurate upon experience/education Salary will be: hourly other

Employer: Diocese of Buffalo Department Lifelong Faith Formation

Location Address: 795 Main Street, Buffalo, NY 14203

Employer Website: www.buffalodiocese.org

Brief Job Description

The Associate Director works as part of team in the Dept. of Lifelong Faith Formation to provide support and training to pastors and parish leaders in order to better equip them for parish catechetical ministry. This position has a particular focus on the development of skills and strategies that promote adult faith formation, the catechumenate, and post-marriage and baptismal ministry with young families.

Qualifications: Required Education/Experience

- Bachelors in theology, ministry, or related; Master preferred.
- Five years demonstrated leadership experience in a parish or Catholic institution with an additional 2 years pastoral experience in a Catholic institution if graduate degree is not in a related field.
- Fully initiated Catholic and participating member of a Roman Catholic faith community;
- Knowledge of and support for the teachings of the Roman Catholic Church, especially the Catechism of the Catholic Church, current Church documents as they pertain to evangelization, catechesis, the family, and the RCIA.

Desired Skills

- Demonstrated effectiveness as a facilitator/presenter with adults;
- Understanding of generational theory and/or millennial Catholic culture and the changing parish landscape.
- Digital formation and social media skills desired.
- Ability to travel throughout the Diocese of Buffalo and work occasional evenings and weekends.

E.O.E.

How to Apply: By Mail E-Mail as above. **Applications are accepted until this position is filled.**