



Roman Catholic Diocese of Victoria

1 – 4044 Nelthorpe Street

Victoria BC V8X 2A1

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www.rcdvictoria.org

Job Posting: *Assistant Director of Faith Formation & Evangelization*

The Roman Catholic Diocese of Victoria is seeking a dynamic, faith-filled candidate to serve as the Assistant Director of Faith Formation and Evangelization.

Duties and Responsibilities:

- Assist the Director with various responsibilities pertaining to the Office of Faith Formation & Evangelization, including: Religious Education for parishes & schools; Sacramental Preparation; Youth Ministry; Adult Education; Social Justice and Ecology; Lay Organizations; Ecumenism, Christian Unity; and Interfaith Dialogue
- Assist in providing faith formation opportunities for catechists, teachers and staff
- Assist in the review and evaluation of diocesan programs
- Develop and mentor Catholic leadership capacity in the parishes with an understanding of the New Evangelization
- Collaborate and assist with programs to support and accompany the marginalized
- Collaborate with parishes on ecumenical and interfaith initiatives
- Coordinate and facilitate social justice initiatives with parishes & schools

Position Requirements:

- Theologically educated with relevant pastoral experience, such as a degree in theology or divinity; training in youth ministry; a certificate in pastoral counseling; a certificate in chaplaincy; spiritual formation etc.
- An active member of a Catholic parish community with a vocational sense of missionary discipleship and experience in active ministry such as faith formation, catechesis, social justice, evangelization, etc.
- A self-starter possessing excellent communication, organizational, and time-management skills
- Collegial, collaborative, and relates easily to a wide variety of people of different ages & cultures
- Excellent command of the English language and strong interpersonal skills
- High level of initiative, judgment, confidentiality and discretion
- Proficiency working with Microsoft Office applications and a computerized work environment

Interested applicants are invited to submit a résumé and cover letter by **November 27, 2017** to:

Diocese of Victoria

c/o Cynthia Bouchard, Chancellor

4044 Nelthorpe Street, Victoria BC V8X 2A1

Email: chancery@rcdvictoria.org

Website: www.rcdvictoria.org/employment.php

The position will remain open until filled.

Please note that only those short-listed for an interview will be contacted.