



## Employment Opportunity

### Director, Office of Evangelization and Catechesis

The Roman Catholic Diocese of Prince George seeks a full-time Director for the Office of Evangelization and Catechesis. Reporting to the Bishop or his delegate, the Director's role is to assist parishes and the diocese in identifying and addressing needs in the areas of evangelization and catechesis, including: formation in evangelization initiatives, reflecting the direction of the new "Pontifical Council for Promoting the New Evangelization"; marriage preparation and post-marriage/family life support programs; children's and youth catechesis; adult catechesis and faith formation.

The Director is not solely responsible for initiatives in evangelization and catechesis, but provides support for parish efforts. Other qualified persons or groups may be enlisted from time to time to assist with specific, short-term projects.

#### Major areas of responsibility:

- collaborate with the Superintendent of Catholic Schools to promote effective catechesis according to the curriculum approved by the Bishops of BC
- assist in identifying best resources for parish and Catholic school catechetical programs and adult education
- assist with professional development of Catholic school teachers and parish catechists
- organize the diocesan Lay Formation Program
- convene an advisory board for the Office
- develop policies for the Office and evaluate them to ensure effectiveness
- maintain links with other dioceses and organizations in the areas of responsibility
- supervise the Youth and Young Adult Ministry Coordinator and Office support staff

#### Qualifications/Skills:

- Minimum of a Bachelor's degree or equivalent in Catechetics, Religious Education or Theology
- Experience in adult faith formation and children's catechesis
- Familiarity with the major catechetical resources (e.g. General Directory for Catechesis, and catechetical resources for children and adults)
- Experience in assessing faith formation programs would be an asset
- Excellent communication and interpersonal skills; the ability to work in a team as well as being self-directed
- Experience with webinars, social media and video conferencing would be an asset
- Excellent administrative skills

The Director is required to travel throughout the diocese and be available to work evenings and weekends. The successful candidate will be required to pass a criminal record check.

Please submit a resumé and covering letter to:

Rev. Richard Beaudette, O.M.I., Vicar General,

email: [rabomi@pgdiocese.bc.ca](mailto:rabomi@pgdiocese.bc.ca)

Subject line: *Application-Director*

*Application deadline – September 30, 2013*

*Start date – December 1, 2013*