

DIRECTOR OF RELIGIOUS EDUCATION (DRE)

The Parish of St Monica, Atlantic City

SUMMARY

The Parish of St. Monica seeks to offer its next Director of Religious Education (DRE) an exciting opportunity to envision, implement and oversee a family catechetical program at a unique and culturally diverse parish with parishioners who speak English, Spanish, and Vietnamese, by animating programmatic renewal and creatively implementing best practices.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The person in this position will report to the pastor and work with him to assist parishioners in strengthening their relationship with Jesus Christ and his Church through the following:

- Prepare Baptized children and adults for the sacraments of Reconciliation, Eucharist and Confirmation.
- Catechize children in collaboration with their parents.
- Equip parents to walk with their children on their sacramental preparation and religious formation journey, especially activating their indispensable cultural expertise.
- Recruit, lead, train, evaluate, and ensure the ongoing formation of volunteer lay catechists and organizers.
- Coordinate with parochial school staff and volunteers to accommodate students who have been prepared for the sacraments in Catholic School.
- Follow all Catholic Church and Diocese of Camden standards, policies and guidelines for the preparation for and celebration of sacraments.
- Prepare and maintain a budget.
- Review and identify religious education and sacramental preparation catechetical models/resources best suited for this culturally diverse parish.

QUALIFICATIONS

- Active member of the Roman Catholic Church
- Dedicated to personal ongoing formation and spiritual life
- Collaborative; strong interpersonal and communication skills including professional use of email & text messaging
- Proficient in record keeping & digital database management; digital media knowledge is a plus
- Necessarily fluent in English; preferably also proficient in Spanish or Vietnamese
- Trustworthy with confidential information

EDUCATION and/or EXPERIENCE

- Degree or certification in religious studies, religious education, catechetics, or theology (if no degree or certificate, commensurate experience in religious education ministry will be considered)
- Experience in catechetical ministry
- Experience in administration
- Experience with or appreciation for social services, especially ESL/ENL, is a plus

To perform this ministry successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Please submit a Statement of Interest with your experience and qualifications to jobs@accatholic.org