

Sacramental Preparation Coordinator (part-time, 20 hours/week)

Christ the King Catholic Church, Regina in the Archdiocese of Regina is seeking a Sacramental Preparation Coordinator.

Here's why we believe this position is an awesome opportunity:

- Sacramental preparation is integral to the parish's efforts in formation, catechesis, and evangelization, with well established programs and a visibly growing presence within our expanding parish community
- We have local support teams of volunteers in place
- We help you succeed through spiritual guidance, professional development, teamwork, and flexible hours

As the successful applicant, you will:

- Coordinate sacramental preparation for Baptism, First Eucharist, First Reconciliation and Confirmation
- Work effectively with the pastor, staff, and pastoral council
- Engage with Catholic schools in our parish area to advertise sacramental preparation programs and act as a resource to teachers, parents and students for liturgical celebrations in the parish and schools
- Actively engage with parents and youth participating in sacramental programs to connect them into a deeper involvement in the life of the parish
- Recruit instruct and support volunteers and leaders of teams to develop and sustain programs that will connect parishioners to ministries that fit their gifts and callings

As a candidate who is interested in applying for this position, you:

- Have a deep personal relationship with Jesus, centered through a vibrant and consistent prayer and sacramental life
- Are knowledgeable of Catholic theology and scripture, faithful to Catholic teachings, and committed to life-long learning and spiritual development
- Have developed a deep understanding and appreciation of the sacraments and their celebration
- Have a heart and passion for reaching out to people of all ages and backgrounds that shows your zeal for evangelization and parish renewal
- Are a person who leads humbly and inspires others, and works effectively with teams
- Have experience in developing and making presentations to groups and individuals
- Have experience and training in pastoral ministries, and a demonstrated ability to form and sustain effective teams and support the gifts of others.
- Have excellent skills in communications (written and verbal) and building relationships
- Are comfortable using a broad range of social media
- Have excellent organizational, administrative, and time management skills

Additional information:

- Salary will be within the parish's staff salary grid, commensurate with education and experience.

Applicants must forward their resume, a cover letter, a letter from their Pastor (to indicate active participation in a parish), and contact information for two additional references by email to

humanresources@christtheking.ca.

Application deadline is June 8th.

For more information, please contact Jim by email at j.graham@christtheking.ca or by phone at 306-586-9020.