



JOB TITLE: Family Faith Coordinator

DIRECT SUPPORT: Family Faith Team Leader

EMPLOYMENT TYPE: Part-Time, 25-28 hrs/wk. 12 months. Some Sundays/evenings. Some at home flexibility.

FAMILY FAITH COORDINATOR ROLE

St. Peter Chanel exists to see people fully alive, rooted in Jesus Christ, reflecting His love and mercy. Therefore, our mission is to Invite, Encounter, Equip, and Send. We hold highly the values of joyfulness, humility, possessing a servant's heart, active listening, compassion, and empowerment.

This role works directly with parents as the primary faith leaders in the home. It requires someone who understands real family life and can speak into it with both encouragement and challenge. The goal is to keep Christ at the center of family life while helping families navigate the pressures and demands they face every day. **We strive to meet the needs of families, incorporating both research and feedback. This role will morph as needed to support parish changes.**

KEY RESPONSIBILITIES

Regular Family Faith Gatherings

- Lead Mass centered family faith sessions (about two times per month during the school year) that create an engaging Sunday experience for 200 or more families that are both rooted in the Gospel and parish formation themes. Coordinate details for Sunday flow including in session and take-home materials, volunteers and setup.
- With Family Faith team, recruit and build a strong team of adult volunteers and a culture where volunteers take ownership and enjoy serving. Provide clear communication and materials so they can lead sessions confidently.
- Listen to feedback from families and volunteers and adjust approach as needed while continuing to grow in understanding of family faith formation. Be an advocate for elementary-aged families on parish staff.

Events and Seasonal Programming

- Oversee family focused events such as Vacation Bible School and support seasonal programming such as Advent/Christmas pageant, family Lent activities, parish picnics, etc.

REQUIRED EXPERIENCE AND GIFTS

- Practicing Catholic in full communion with the Church.
- Clear belief in and alignment with family-based faith formation.
- Experience working with children and families in a parish or educational setting. Professional teaching experience a plus.
- Strong organizational skills and attention to detail.
- Ability to lead and develop volunteers.
- Strong communication skills with both adults and children.

HOW TO APPLY:

To start the conversation please submit your resume and cover letter to Shannon Civetta, Team Leader Family Faith, via email or post.

Shannon@stpeterchanel.org.

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