

Employment Opportunity
Associate for Youth Group and Catechetical Ministry
Parish: Christ Our Light Catholic Church
Location: Cherry Hill, New Jersey
Status: Part-Time (approx. 20 hours per week)

Position Summary

The Associate for Youth Group and Catechetical Ministry will support the parish mission of building a personal relationship with Christ and the community. The Ministry Associate will help our youth to reflect Christ's light by fostering a vibrant faith community for middle and high school students. This hybrid role balances **relational ministry** through youth group activities with **catechetical instruction** supporting formal religious education and sacramental preparation, particularly for Confirmation.

Key Responsibilities

Youth Ministry (Relational)

- **Coordinate Weekly Gatherings:** Assist in planning and executing weekly middle school and high school youth group meetings, including "Movie Nights," "Gym Nights," and fellowship dinners.
- **Service & Outreach:** Help lead "bi-weekly" and other immersion opportunities in the local community (Camden/Philadelphia), integrating Catholic Social Teaching into hands-on service.
- **Retreat Leadership:** Assist in the organization and facilitation of annual retreats for 7th through 12th-grade students.
- **Engagement:** Actively build relationships with youth and their families via family gatherings and or Alpha to help foster a sense of belonging and, "ministry of presence."

Catechetical Ministry (Instructional)

- **Curriculum Support:** Assist in implementing the faith formation curriculum for the 7th and 8th-grade programs (approx. 60 students). Each month will be considered a unit, i.e. The Sacraments and then break that unit topic into 4 weeks. The Associate will share with the Pastor all Faith Formation lesson plans and follow up.
- **Confirmation Preparation:** Collaborate with the Pastor to guide students through the multi-year sacramental journey, focusing on journaling, prayer, and liturgical participation.
- **Volunteer Support:** Help recruit, train, and support adult volunteer catechists and "Companion Catechists" for students with special needs.
- **Administration:** Maintain accurate attendance records, sacramental documentation, and communication with parents via digital platforms and the parish bulletin.

Requirements

Educational & Spiritual

- **Faith Status:** Must be a practicing Catholic in good standing with a deep commitment to the teachings and mission of the Church.
- **Degree:** A bachelor's degree in Theology, Religious Education, Pastoral Ministry, or a related field is preferred. (Significant progress toward a degree or relevant certification may be considered).

Experience & Skills

- **Ministry Experience:** 1–3 years of experience in youth ministry, religious education, or a similar parish/campus ministry setting.
 - **Compliance:** Successful completion of the Diocese of Camden's background check and VIRTUS Safe Environment training.
 - **Communication:** Strong interpersonal skills with the ability to engage tech-savvy teens while maintaining professional boundaries and clear communication with parents.
 - **Organizational:** Ability to manage multiple projects and events simultaneously.
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Compensation

- **Hourly Rate:** \$20.00 – \$25.00 per hour (depending on experience and education).
- **Approximate Annual Salary:** TBD, see above note.
- **Benefits:** As a part-time position under 29 hours, this role does not include full health benefits but may include a prorated sick time allotment and vacation time in accordance with New Jersey state law.
- **Start Date:** July 1, 2026

The Ministry Associate reports to the Pastor. The Youth Ministry Coordinator will give all units (monthly lesson plans prior month of and have follow up each month on progress).