



## DIOCESE OF JOLIET

### JOB DESCRIPTION

**TITLE**  
**AGENCY**  
**SUPERVISOR**

**Director**  
**Young Adult and Campus Ministry**  
Secretary of Christian Life

### **POSITION SUMMARY**

The Director of Young Adult and Campus Ministry supervises and collaborates in the diocesan efforts for ministry to and with young adults, college students, and the various staff and volunteers who assist with these ministries in the Diocese of Joliet.

### **DUTIES & RESPONSIBILITIES**

- Articulate a comprehensive vision for young adults in the Diocese of Joliet, being familiar with current Church documents related to ministry with young adults
- Facilitate the visioning, creation and development of various forms of outreach to young adults and college students within the Diocese of Joliet
- Consult with parish staffs, local ministry leaders, volunteers and campus staff to create and develop a ministry to, for, and with young adults, and provide ongoing support and mentorship for ministry initiatives
- Be proficient in social media management, marketing tools and other digital means of outreach
- Arrange for direct ministry at the non-Catholic college campuses, assisting neighboring parishes to develop a partnership with the campus ministry services at these colleges and universities
- Collaborate with the designated staff of the three Catholic universities on common projects
- Supervise agency staff members and campus ministry personnel and volunteers
- Prepare and oversee the agency's budget
- Organize leadership training programs, ministry workshops, one-on-one consulting and evaluative services to parishes, campuses and volunteers
- Respond to individual young adult needs and requests as needed, and connect them to a local parish community and/or a regional young adult ministry network in their area

### **OTHER DUTIES AND RESPONSIBILITIES**

- Work collaboratively with various diocesan agencies (including, but not limited to Vocations, Adult Formation, Family Ministry, Youth Formation, Human Dignity and Hispanic Ministry) to promote a culture of missionary discipleship in the Diocese of Joliet
- Engage in personal growth, professional development, prayer, and spiritual formation
- Handle other duties as assigned

### **QUALIFICATIONS**

A Master's degree in theology, pastoral ministry or related field preferred. Two years of diocesan or three years of parish/campus ministry experience required. Excellent written and oral communication skills are essential. Must be a practicing Catholic, with multicultural sensitivity; bilingual in Spanish and English is a plus.