

POSITION DETAILS

Title of Position:	Diocesan Youth Ministry Support Officer
Reports to:	Coordinator of the Catholic Office for Youth and Young Adults (COYYA)
Section:	Catholic Identity and Mission
Team:	Catholic Office for Youth and Young Adults
Number of Direct Reports:	Nil
Classification:	Level D

BROAD PURPOSE

Catholic Education South Australia (CESA) has embarked on a significant period of innovation and change to respond to opportunities emanating from the South Australia Commission for Catholic Schools (SACCS) strategy, Towards 2027: Expanding Horizons and Deepening Practices.

Catholic schools and the Catholic Education Office (CEO) work in partnership with families, children, and young people to give life to the Living, Learning, Leading Framework and to successfully position CESA as the leading education system and an employer of choice.

POSITION OVERVIEW

The Youth Ministry Support Officer will work with the Coordinator of COYYA in a team approach to discern youth ministry priorities and to promote effective pastoral strategies for engaging young people with the life and mission of the Archdiocese of Adelaide. The position is responsible for delivering programs, project management, resource procurement, development and provisioning that help build the capacity for youth ministry in the Archdiocese of Adelaide.

SIGNIFICANT WORKING RELATIONSHIPS

- Coordinator: Catholic Office for Youth and Young Adults (COYYA)
- Leaders of ministries to youth and young adults (including schools)
- Senior Advisor: Ministry within CIM.
- Members of the Pastoral Services Team (Archdiocese of Adelaide)
- Team Members within the Catholic Identity and Mission Section
- Archdiocesan Council of Ministry for Young People
- Manager: Catholic Identity and Mission (CIM)

KEY RESPONSIBILITIES

- Contributing to, promoting and implementing effective pastoral strategies for ministry with young people including:
 - Developing strong relationships through the practice of accompaniment with young people and those involved in ministry with young people, especially young people on the peripheries of the church.
 - Engaging in practices of listening to young people and youth ministry leaders.
 - Providing presentations, facilitating consultations and developing resources to support ministry with young people.
 - Providing opportunities for leadership development for young people and those who minister to young people in the Archdiocese of Adelaide.

- Supporting existing ministry to young people in parishes, schools, communities and agencies in the Archdiocese of Adelaide.
- Building the capacity of leaders groups, and communities engaged in ministry with young people by:
 - Coordinating the archdiocesan youth ministry leaders network.
 - Promoting and contributing to training and formation opportunities such as the archdiocesan youth ministry leaders conference, and national and international youth ministry conferences.
 - Assisting with the coordination and implementation of an archdiocesan youth leadership development program.
- Curating, developing and disseminating effective and appropriate resources for ministry with young people, for example:
 - Video based presentations.
 - Retreat and reflection day sessions.
 - Youth ministry activity guides.
- Supporting COYYA communications to young people and agencies in multi modal ways, including:
 - Social media, email newsletters, video, audio, and graphic design.
- Promoting and assisting in the coordination of priority projects, programs and events for young people which take into consideration social, spiritual and formation dimensions, including but not limited to the following categories:
 - Leadership development projects.
 - Social justice, service, ecology and Catholic Social Teaching.
 - Prayer, worship and spiritual formation (retreats, pilgrimages, liturgies and prayer events).
 - Diocesan, national, and international Catholic youth events (i.e. Local youth festival/conferences, retreats, liturgies, pilgrimages, Pub Theology, international celebrations/festivals and events).
 - Youth ministry resource development.
- Assisting in the communication development of COYYA in developing relationships with youth ministry leaders.
- Contributing to COYYA team strategic planning, reflective practice, and collective professional formation and learnings.
- Other duties as required by the Director.

SELECTION CRITERIA

QUALIFICATIONS:

- achieved or working towards a minimum certificate IV in a youth ministry related tertiary course (including some theology)

KNOWLEDGE, SKILLS & EXPERIENCE

Essential

- Significant experience in Catholic youth ministry with demonstrated successful leadership.
- Be an active member of a Catholic Eucharistic community.
- Be able to demonstrate exemplary commitment to the Catholic Church and its teaching.
- Have knowledge of contemporary practices in youth engagement, leadership development and formation.
- Understand and appreciate the current cultural contexts of young people.
- Be strongly diocesan, parish and school focussed in supporting the development of youth ministry in the Archdiocese.

- Have an ability to use emerging and contemporary communication technologies to engage them with the life of the church.
- Be committed to working in a partnership model with leaders in youth ministry in the Archdiocese.
- Have proven ability to work as a member of a cohesive team.
- Demonstrate organisational capacity that meets deadlines and competing demands.
- Have experience in event management.
- Possess skills in media content creation (video, audio, images, etc.).
- Possess excellent communication skills.

OTHER CONDITIONS

- Support CESA's Values:
- *Openness to God's Spirit at work in our midst and living in Catholic faith.*
- *Respect for the dignity of each person*
- *Commitment to processes of learning that are formative, challenging, engaging, life-long and life-wide.*
- *Inclusivity of those at the edges*
- *Sensitivity, justice, and compassion*
- Participate in good character screening processes.
- Hold a current acceptable Working with Children Check (WWCC) clearance & SAVA Catholic Clearance.
- Always act in accordance with the CESA Code of Conduct and the Charter for Staff in Catholic Schools in South Australia.
- Comply with the Work Health & Safety management system and, as a worker, while at work, take reasonable care for their own health and safety.
 - Take reasonable care that their actions or omissions do not adversely affect the health and safety of other persons.
 - Comply, in so far as they are reasonably able, with any reasonable instruction given by the employer.
 - Co-operate with any reasonable policy or procedure of the employer that is related to health and safety at the workplace that has been notified to workers.
- Hold current certification in Responding to Risks of Harm, Abuse and Neglect in Education and Care Settings.

Additional requirements for this role include:

- Current drivers' licence
- Occasional interstate travel.
- Some international travel may be required.
- Occasional after hours work on weekends and/or evenings.

NOTE: Copies of the above listed qualifications/licences/certificates are required as evidence on appointment.