

POSITION OVERVIEW AND QUALIFICATIONS

POSITION: Bi-lingual Pastoral Associate

DEFINITION: The Bi-lingual Pastoral Associate is a professional minister who collaborates with the Pastor in providing pastoral leadership at Holy Family Church in Lafayette, TN.

ACCOUNTABLE TO: The Pastor.

HIRED BY: The Pastor

SCOPE OF RESPONSIBILITY: This full-time ministry relates to all aspects of parish life with designated responsibilities, i.e., youth and young adult ministry, faith formation, evangelization, pastoral care, and administration. These responsibilities are dependent upon the needs of the parish, the personal and ministerial gifts of the Bi-lingual Pastoral Associate

QUALIFICATIONS:

EDUCATION:

- Master's Degree in Theology, Pastoral Studies, or related field is preferred. A Bachelor's degree in Theology, Pastoral Studies will be considered.
- Or equivalent education and experience

MINISTRY EXPERIENCE:

- Previous supervised parish ministry experience
- Teaching (youth and adult level)
- Small town/rural experience, preferable
- Experience in religious education, including R.C.I.A. and R.C.I.C.
- Experience with youth 12–18 years old and young adults 18 – 35 years old

NEEDED SKILLS AND APTITUDES:

- Fluency in both Spanish and English, conversation, reading and writing
- Competency with social media
- Good listening skills
- Good communication skills
- Good organizational skills
- Ability to work and relate well with others
- Ability to empower others
- Ability to do night-time driving
- Flexible and adaptable to mission context

WORKING CONDITIONS:

The Bi-lingual Pastoral Associate is part of the parish staff and is required to perform the ministry within the normal work week and when the parish is gathered especially during Masses and social events. Flex time applies in case of evening and weekend pastoral work.