

Ukrainian Catholic Eparchy
Position Description: Youth Ministry Assistant

Type of position: <input checked="" type="checkbox"/> Temporary/ Full Time expiry date: TBD	Work duration/hours: 8 weeks at 30 hours per week Rate: \$18.00 /hour	Primary Location: Eparchial Pastoral Centre 9645 108 Avenue Edmonton AB Travel: May require some travel within Edmonton
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Purpose: Works with the youth ministry to update the strategic plan that identifies, connects and engages youth and young adults throughout the Eparchy. Position provided for by the Canada Summer Jobs Program

Key Objectives	Responsibilities	
Strategic planning	<ul style="list-style-type: none"> Assist in compiling data, conducting interviews and reviewing supporting information related to eparchial youth past and present in the context of future growth of youth and young adult participation Assist in evaluating data and developing a strategic plan to connect to youth 	
Community Engagement	<ul style="list-style-type: none"> Engage youth through direct contact, social media and round table discussions with the goal of determining the needs of our youth and how to best support their growth 	
Administrative	<ul style="list-style-type: none"> Assist with administrative duties including scheduling, contact lists and procuring supplies 	
Other related duties	<ul style="list-style-type: none"> Perform other duties as maybe required from time to time 	

Education and Experience:

Experience working with youth groups and young adults an asset
Academic experience in education, theology, psychology considered an asset
Experience or participating in the presentation of group sessions
Dynamic and committed individual that works well in team environments
Excellent oral and written communication skills
Ability to organize and prioritize
Possesses patience, flexibility, adaptability and a sense of humor
Trustworthy, respects confidentiality, makes sound judgments, seeks counsel of others