



PASTORAL ASSOCIATE

Job Title: Pastoral Associate
Opening Date: July 20, 2017
Location Name: St. Anne Catholic Church
City: Grants Pass
State: OR
Zip: 97526
Job Number:
Job Category:
Position FTE: Full Time
Term of Service:

Position Summary:

St. Anne Catholic Church, Grants Pass is seeking a dynamic person who can fill a ministry position for a Pastoral Associate. Full time with benefits.

Essential Job Functions / Major Responsibilities:

There are two major duties in this position:

1. Faith Formation-

Dynamic candidate needs to be able to recruit and train similar volunteers to help in the following ministries:

- RCIA
- Sacramental Preparation (1st Confession and Communion)
- Faith Formation for Children and Adults
- Summer Vacation Bible School
- Adult Confirmation
- Supervise the Safe Environment program via the Archdiocese guideline

2. Liturgy-

Qualified candidates must also be able to organize, recruit, train, and guide:

- Lectors, extraordinary ministers of Holy Communion, and altar servers
- Assist in funeral preparation
- Coordinate special liturgies during the liturgical year
- Able to teach about the liturgy within a parish setting
- Recruit and lead parishioners to more fully participate in the life of the parish



ARCHDIOCESE OF PORTLAND

IN OREGON

Human Resources

Education and/or Experience:

Possess 0-2 years of experience and have an undergraduate degree.

Inquiries, cover letters, and resumes can be sent to:

SearchCommittee@stannegp.com.

Applications will be accepted through August 30, 2017.