ST. ROSE OF LIMA CATHOLIC CHURCH
POSITION ANNOUNCEMENT

Director of Religious Education

St. Rose of Lima Church, located in Murfreesboro, TN, is a growing parish with a talented and energetic staff serving approximately 2,500 families. We are seeking a Director of Religious Education (DRE). This position is full-time with a regular but flexible schedule, working 37 1/2 hours per week.

The role of this position is to serve as a member of the pastoral team responsible for catechetical programs (including Christian formation, religious education and sacramental preparation) designed to lead adults, young adults, youth and children in the faith community to maturity of faith through instruction and formation in the Christian life.

Primary functions are to oversee catechetical formation for children in Pre-k through 12th grades; oversee sacramental preparation; plan and conduct RCIA program, direct and oversee Vacation Bible School, prepare and administer religious education budget; recruit and train catechists; coordinate catechist certification process for professional growth; involve parents in faith development of children; and participate in staff meetings, retreats, and workshops.

Qualifications:

- Bachelor's Degree in education, theology, religious education, or related field
- Minimum of three years of experience as a catechist.
- Catechist Certification through the Diocese of Nashville or an approved program of study.
- Completed or willingness to complete DRE training program through the Diocese of Nashville.

Other Skills or Requirements:

- Active member of a Roman Catholic faith community
- Supervisory skills for directing youth and volunteers
- Proficiency in the use of computers including Microsoft Office products. Knowledge of PDS is a plus!
- Successful completion of parish Safe Environment program
- Ability to work with and supervise volunteers
- Schedule flexibility to accommodate some evening and weekend work
- Ability to maintain confidentiality
- Effective communications skills

Competitive salary based upon qualifications and experience with excellent benefits package. Please email resume with cover letter indicating salary history to: **djackson@saintrose.org**.

Resumes will be accepted until the close of business on May 20, 2016.