

Diocese of Erie
429 East Grandview St.
Erie, PA 16504

Position Description

Job Title: Director of Chastity Education

Reports To: Faith Formation Director for Marriage and Family Life

Position Status: Part-Time (20 hours), non-exempt. Subject to annual performance reviews.

I. Position Objective: To enhance the understanding and practice of the principles of Theology of the Body for the Diocese of Erie by working with the Faith Formation team of directors, the Coordinator of Natural Family Planning, and school and parish leaders. The Director will collaborate to integrate principles of a Catholic human anthropology in religious education programs, Catholic schools, parish activities, and adult formation.

II. Job Responsibilities and Duties:

- Collaborate with Faith Formation Directors to integrate Theology of the Body principles into existing programming.
- Organize and support Chastity Education (CE) events such as diocesan NFP Awareness Week celebrations.
- Work with parishes to organize events that promote chastity and follow up on NFP interest from Pre-Canas.
- Coordinate with a designated person in the Catholic Schools Office to provide Chastity Education in middle school; collaborate to develop chastity support for elementary and high school.
- Research and organize chastity and NFP resources for leaders and individuals.
- Manage CE communications such as, but not limited to, newsletter, webpage, diocesan announcements.
- Supervise Coordinator of Natural Family Planning;
- Administrative functions of Chastity and Natural Family Planning programs such as, newsletters, budget, reports, website, mailings, mailing lists.

III. Qualifications:

Education: Bachelor's Degree, preferably in pastoral studies or a related area. Well versed in Theology of the Body and Catholic human anthropology and formation. Must be able to secure all necessary clearances to work in church and school environments.

Experience: Three to five years prior ministry experience in paid or voluntary capacity.

Must be a practicing Roman Catholic with a strong faith commitment, dedicated to Gospel values, with a mission-driven understanding of "Catholic Family" and dedicated to promoting the Church's vision for lifelong faith formation.

Must have a valid driver's license with the ability to drive throughout the diocese as job duties require.

IV. Competencies:

1. View the position as a ministry to God's people in the context of the Faith Formation Department.
2. Effectively lead and follow through on short and long-term planning.
3. Exhibit healthy teamwork habits, including strong interpersonal and communication skills, openness to engaging in healthy conflict, and willingness to learn and grow.
4. Passion to lead as part of a team, identify and develop future leaders.
5. Strong organizational and time management skills.
6. Competent computer knowledge and willingness to learn specialized software.
7. Capable of working with minimal structure or supervision.

V. Physical Capabilities: 1. Must be able to perform necessary duties to execute the tasks required.

Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____