

## RELIGIOUS EDUCATION LEADERSHIP

### HIRING A RELIGIOUS EDUCATION LEADER

#### JOB POSTING & ADVERTISING

##### ADVERTISING WITHIN IN THE DIOCESE

1. If seeking a member of a religious community please contact the Director of the Office for Religious.
2. If seeking a lay person please complete the form at this address - when the form is received it will be placed on the diocesan religious education web site.  
[Pastor's Job Opening Form](#)
3. The parish may also place an ad in the Diocesan Information Bulletin.  
[Diocesan Information Bulletin](#)

##### ADVERTISING OUTSIDE OF THE DIOCESE

1. The parish may place an ad in a national newspaper or magazine.  
[National Catholic Reporter](#) (NCR is the largest source of national ads in the country for religious education/youth ministry positions)  
[America Magazine](#) has classified ads  
[Our Sunday Visitor](#) has classified ads
3. It is also possible to add a job posting to national web pages:  
[National Conference of Catechetical Leadership](#) is a national organization dedicated to catechesis and allows ads to be posted free even for non-members.  
[National Catholic Education Association](#) is a member only site but parishes with schools may have membership.

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#### THE ANATOMY OF AN AD

Consider the following when writing an ad:

There is a distinction between the words **job** and **work**. Work is that thing which is done and gives lives meaning and purpose. Work is about the contribution one can make to the world using the gifts that God has given. A job is a vehicle to get a paycheck. One of the greatest joys in life is to find a job that enables one to pursue their life's work. People want a job; however, what they need is work.

**The purpose of an ad** is to attract a person whose life will find meaning while adding something to your parish environment. The ad must be about the “work” the parish wants done, not just the job. Ads are **for and about people** and their work.

#### CONSIDER THIS AD

Southern Colorado (Pueblo) - Christ the King, a parish of 800 families seeks a full-time DRE, K through 12, for religious formation, sacramental preparation, RCIA for children. Position available July 1. Related degree/training/experience necessary. Fax resumes to Fr. Tom Adrians: (719) 545-9826. For questions, call: (719) 542-9248

(from the NCR - June 16, 2000)

What in this ad is about the person for whom the parish is searching? What in this ad is about the people with whom the person will work? The only real reason to look at this ad is if one has some interest in moving to Colorado - other than that, the ad is about a job that can be found anywhere. This ad tells the person nothing about the dimensions of this job which will in fact make it a life's work.

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#### THE ANATOMY OF AN AD, CONT'D

##### NOW CONSIDER THIS AD

DIRECTOR OF RELIGIOUS EDUCATION - Our Lady of Lourdes Church, Dunedin, Fla., is seeking a full-time DRE responsible for religious education through grade 12 (approximately 500). Candidate should have strong collaboration skills. Must also be able to recruit, train and manage volunteers. Bachelors of arts in related field necessary; prior experience preferred. Interested candidates should send their resume to : Fr. Thomas Madden, Our Lady of Lourdes Church, 750 San Salvador Drive, Dunedin, FL 34698. (NCR - June 16, 2000)

This ad has a little more personality than the previous one. It indicates that at least the environment is intending collaboration. Two issues, however, also come through that might cause wonder. One would guess from this ad that Fr. Tom may be over-worked which makes one wonder how collaborative the environment really is? First - Fla. is an ancient abbreviation for Florida and not consistent with the abbreviation in the address. This could suggest that someone was in a hurry to do the ad - Fr. Tom perhaps? Secondly, if Fr. Tom is collaborative, where is the search committee? Also - why is Fr. Tom willing to settle for a person with a "related" degree while not even asking for a credentialed leader? Also note - there is no recognition in this ad that persons have a life outside of work. One might think the ad would refer to the benefits of living in "sunny Florida."

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#### THE ANATOMY OF AN AD, CONT'D

Consider the following ads:

This suggests that the parish attempts to work as a team which is important if this style of working is appealing. It also tells something about the work environment which helps people imagine where they will be working.

Tells what kind of community one would be joining if hired.

this gives some sense of the kind of area into which the person would be moving. It may have been enhanced with a word like "beautiful *mountainous*" western MA. More than that, however, it conveys an awareness that the person has a life apart from work and that this is a nice place to live.

Notice - not just running a program - but rather "enhancing" one - the opportunity to contribute to something well established.

MASTER CATECHIST POSITION - **Young, dynamic parish** of 1900 families is looking for a **team member** to implement a program of catechesis for youth and adults. The ideal person will assist with planning of curriculum, catechist formation and supervision and adult faith formation. The *team member* will work closely with the *pastor, director of faith formation* and *youth minister* in **enhancing a program** which includes the components of catechesis, social and service activities, liturgy and spirituality. Qualifications: bachelor's degree in ministry, education or theology; experience working with youth and adults; good organizational and communication skills; **self-motivated**. Salary and benefits negotiable depending on experience and education. Contact: Master Catechist Search Committee, St. Robert of Newminister Parish, PO Box 369, Ada, MI 49301. (NCR - June 16, 2000)

Tells **how** one will work not just what one will do.

DIRECTOR OR RELIGIOUS EDUCATION - for a parish of 600 families in a Berkshire County in **beautiful western Massachusetts** beginning in summer. This full-time position includes curriculum development, teacher recruitment and training, parent and adult education, sacramental preparation, RCIA, children's liturgy of the Word. Applicant should have a degree in religious education or a related field, experience in education and skills to coordinate with parish staff and volunteers. Salary and benefits commensurate with education and experience. Send resume to: Search Committee, St. Teresa Parish, 290 South St. Pittsfield, MA 01201. Or fax to (413) 443-9876 (NCR - June 16, 2000)

There is no perfect ad - but remember, it is a chance to tell the parish's story. Be sure it reveals what the committee wants said about the parish, including all that will be read between the lines.