



Diocese of Parramatta Diocesan Youth Worker

POSITION:	Diocesan Youth Worker
SALARY:	\$45,000 to \$48,000 p.a.
NOMINAL HOURS PER WEEK:	38 hours per week With 2 days off per week
REPORTS TO:	Diocesan Youth Coordinator
KEY RELATIONSHIPS:	Parish Priests, relevant Youth Ministries, Parish groups, volunteers, parishioners and relevant personnel from diocesan schools
LOCATION:	Diocesan Office, 12 Victoria Road, Parramatta, NSW

Accountabilities

The Youth Worker is accountable in the first instance to the Diocesan Youth Co-ordinator. The Youth Worker provides support to the work of the Diocesan Youth and Young Adult Apostolate and helps manage the co-ordination of projects.

The Youth Worker provides support in ensuring that work is undertaken within professional standards and competencies, and in accordance with the teachings of the Catholic Church in the Diocese of Parramatta.

Responsibilities

The Youth Worker is responsible for:

- Supporting the work of the Diocesan Youth and Young Adult Apostolate, by assisting in the planning, implementation, review and evaluation of activities.
- Providing support for the management of the website and design of communications material.
- Providing training and support for parish youth and school-based ministries.
- Providing a voice within the Diocese on issues relating to young people.
- Liaising, supporting, networking and, where appropriate, collaborating with Catholic ministries and other youth ministries.

Experience & Knowledge Relevant to Position

- Tertiary qualification (or nearing graduation) in a relevant discipline or relevant demonstrated experience in Youth Ministry
- 1-3 years' experience in Catholic parish-based youth ministry or education
- Intermediate skills in Microsoft Office 2003/07
- Proven ability to work collaboratively with other ministries and key partners within the Diocese
- Proven experience in the design of promotional material
- Excellent IT and web design skills
- Excellent communications and liaison skills
- Current Driver's Licence

Child protection legislation requires the preferred applicant to be subject to employment screening and Working with Children Check before the positions is offered formally.

Only Australian citizens and permanent residents of Australia are eligible to apply.