

## **OUR LADY OF DOLOURS CATHOLIC PARISH, CHATSWOOD**

**CCD Coordinator and Children and Family Minister** *(re-advertised)*

**25 hours per week**

We are seeking a committed Catholic who will embrace the opportunity to minister as a pastoral associate with responsibility for:

1. Leadership and coordination of the Special Religious Education (SRE) ministry in the six primary and one secondary state schools within the Chatswood Parish.
2. Lead, sustain and develop the existing parish ministry for children and their families.

Working collaboratively as part of the parish team, this position provides Catholic students in state schools with opportunities to nurture and deepen their relationship with God. The successful applicant will work closely with the Pastoral Associates for Childrens' Sacraments and Youth Ministry to provide activities for children and their families in the spirit of the parish mission.

Some essential requirements are:

- Proven successful experience in SRE and ministry with children and their families.
- Qualifications in Religious Education or a related area.
- Excellent communication skills and an ability to liaise positively with the Parish and Assistant priests, parish staff, SRE Coordinators, state and parish school staff, parishioners and diocesan personnel.
- Excellent organisational skills.
- Computer literacy including proficiency with Microsoft Office applications, Word, PowerPoint, Publisher and Excel.
- A current driver's license and car.

Salary and conditions will be consistent with Broken Bay Diocesan Guidelines, according to experience and qualifications. This appointment is subject to a satisfactory Working with Children Check Clearance in accordance with the relevant provisions of the Child Protection (Working with Children) Act 2012 (NSW).

Please contact the Parish Priest for further details and a Position Description:

Rev Paul Finucane

Our Lady of Dolours Catholic Parish

94 Archer Street, Chatswood NSW 2067

[paul@chatswoodparish.org.au](mailto:paul@chatswoodparish.org.au)

9410 9000

**Please submit your application via email by Friday 18 August 2017**