

Job Advertisement

Coordinator for Evangelisation, Catechetics and Pastoral Renewal **Full-time, permanent position (subject to six month's probationary period)**

Scope of the Role:

The Irish Catholic Bishops' Conference wishes to appoint a Coordinator to the Council for Evangelisation, Catechetics and Pastoral Renewal (ECPR). The Council for Evangelisation, Catechetics and Pastoral Renewal supports the Irish Episcopal Conference in promoting the Church's mission of evangelisation through initial proclamation, Christian initiation, catechesis and faith formation. The Council is a key component of the Church's mission of catechesis and evangelisation and seeks to renew and strengthen Christian faith in dioceses, parishes, schools, ecclesial movements, and families throughout Ireland. The successful candidate will support the ethos of the Bishops' Conference and will work closely with the Chair and Council for ECPR.

Key duties and responsibilities include:

- Assisting the Chair in the development of the work of the Council for ECPR and managing the provision of logistical and administrative support for the effective and efficient functioning of the Council;
- Assisting, as appropriate, with the introduction and development of the Ministry of Catechist liaising with dioceses and institutions who will seek to provide accredited programmes;
- Facilitating the development of new initiatives in Adult Catechesis and Faith Formation and design of resources and programmes in support of the work of the Council;
- Supporting the Council's sub-committee on Youth Ministry in developing networks and national initiatives in the areas of Youth and Young Adult Ministry;
- Facilitating active engagement with diocesan youth ministry coordinators in building renewed engagement with the culture of youth ministry;
- Liaising with the Council for Education and the Publications Office of the IEC in respect of the catechetical content of publications used in the furtherance of Catholic education at primary, secondary and third level;
- Assisting in the design and development of resources, such as discussion documents for parish sacramental preparation and celebration, and supporting parish and school links on the *Grow In Love in the Parish* programme;
- Liaising with ecclesial movements and communities;
- Developing reflection on new pastoral directions in an era of transformation.

Essential Criteria:

- A postgraduate qualification in Theology/Catechetics/Religious Education/Pastoral Ministry, or a related discipline;
- At least three years' relevant experience in evangelisation, catechetical leadership, adult faith formation, pastoral ministry, or a related field;
- Experience of developing, delivering, and evaluating faith formation or evangelisation programmes at parish, diocesan, national, or third level setting;
- Experience of working collaboratively with clergy, lay ecclesial ministers, diocesan personnel, and volunteers.

The successful candidate will have:

- Good interpersonal, pastoral and organisational skills and ability to work on own initiative and as part of a team;
- Excellent communication, research and analytical skills;
- Detailed knowledge of Catechetical teaching and the relevant magisterial documents of the Catholic Church;
- Familiarity with current directions in the pastoral ministry and mission of the Church, especially in the areas of youth ministry and adult faith development;
- An ability to work collaboratively with a variety of individuals and groups across the island of Ireland in youth ministry, pastoral renewal and adult faith development;
- Familiarity with social media and the use of the MS Office suite.

Special requirements:

- respect for the teachings and ethos of the Catholic Church;
- flexibility with regard to hours of work and travel;
- a full driver's licence.

The employer provides a hybrid working policy. A competitive remuneration package, commensurate with experience, will apply to this appointment. A detailed job description is available on www.catholicbishops.ie/careers....

To apply, please submit your CV and cover letter (maximum one page) for the attention of the Chief Operating Officer, Irish Catholic Bishops' Conference at admin@iecon.ie

Closing date for receipt of applications: 4.00 pm on Wednesday, 7 October 2026.