

Job Description

Post: Coordinator for Evangelisation, Catechetics and Pastoral Renewal

Job Type: Full-time, permanent position (subject to six month's probationary period)

Location: Columba Centre, St Patrick's College, Maynooth, Co Kildare W23 P6D3

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.

The Coordinator will also work closely with the Executive Secretaries of the various Episcopal Commissions, and other relevant Councils and Agencies of the Conference as the Church in Ireland continues on its synodal pathway.

Key Duties and Responsibilities:

- Assist the Chair in the development of the work of the Council for Evangelisation, Catechetics and Pastoral Renewal (ECPR), including developing and implementing a national vision and strategy for evangelisation and catechetics across the Catholic dioceses of Ireland;
- Establish and coordinate sub-committees that will support and provide oversight of the implementation of a five-year strategic plan;
- In consultation with the Chair, manage the provision of logistical and administrative support for the effective and efficient functioning of the Council and will be proactive in working with the IEC grants officer in securing funding for projects;
- Assist, as appropriate, with the introduction and development of the Ministry of Catechist liaising with dioceses and institutions who will seek to provide accredited programmes to suitably identified candidates;
- Facilitate the development of new initiatives in Adult Catechesis and Faith Formation in the light of the Church's primary task of evangelisation;
- Assist in the design and development of resources and programmes that support the work of the Council, 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;
- Provide practical support for the work of the Council through its sub-committee on Youth Ministry, in developing networks and national initiatives in the areas of Youth and Young Adult Ministry;
- Actively facilitate, through engagement with diocesan youth ministry coordinators, the organisation of retreat gatherings for youth ministry coordinators to assist in affirming, supporting and encouraging them in building a renewed engagement with and culture of youth ministry in dioceses and parishes;

- Liaise with pastoral workers and support them in their work in building a culture of evangelisation, including facilitating networking, formation opportunities and reflection gatherings for those engaged in evangelisation and ministry;
- Liaise 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;
- Develop positive working relationships with key stakeholders in other Commissions, Councils and Agencies of the Irish Bishops' Conference, the education sector, and collaborating with the Catholic Education Partnership and the Northern Ireland Council for Catholic Education;
- Liaise with international bodies and agencies in areas of mutual interest to the work of the Council for ECPR;
- Liaise with ecclesial movements and communities;
- Develop reflection on new pastoral directions in an era of transformation;
- Any other duties considered appropriate and as specified by the Chair of the Council.