



The Catholic Parishes of
Saint Francis Xavier & Saint Wendel

Job Title: Director of Faith Formation &
Youth Ministry

Location: Saint Francis Xavier (Poseyville)
and
Saint Wendel Parishes

Reports To: Pastor, Father Edward Schnur

FLSA Status: Exempt (Salaried)

Last Revised: April 9, 2026

Summary:

The parishes of St. Francis Xavier and St. Wendel are looking for a full-time Director of Faith Formation and Youth Ministry to serve at their two welcoming and growing parish communities.

Essential Job Functions:

- Faith Formation: Plan, coordinate, and lead a joint parish religious education program, sacramental preparation, adult formation, Order of Christian Initiation of Adults (OCIA), and VBS
- Youth Ministry: Develop, implement, and lead comprehensive youth programming (social, service, and spiritual) for both parishes and school (including EDGE: Catholic Middle School Youth Ministry for Saint Wendel School)

Required Skills:

- Leadership & Outreach: Recruit, train, and support adult volunteers and catechists
- Collaboration: Work with the pastor and staff to integrate youth into the larger parish community
- Communication: Maintain effective communication with parents, families, and the parishes through social media, email, and bulletin
- Strong organizational, administrative, and interpersonal skills.
- Proficiency in technology and social media for ministry outreach
- Ability to work flexible hours, including evenings and weekends

Desirable Skills:

Education Requirements:

- Bachelor's degree in Theology, Religious Studies, or related field preferred; experience in parish ministry is highly desirable.

Applicants shall exhibit in behavior and lifestyle values compatible with Catholic beliefs in particular as well as being a practicing Roman Catholic. All employees shall abide by the laws of the Church and the state. All employees must comply with the provisions of the Safe Environment Program of the Diocese of Evansville.

To Apply: Please send resume and cover letter to: eschnur@evdio.org