



## **Faith Formation Director**

**Employer:** The Basilica of St. Mary of the Assumption

**Location:** Lancaster, Ohio

**Job Type:** Full Time

**Report to:** Rector of the parish

**Salary:** Salary is commensurate with education and experience

### **Job Description:**

The Basilica of St. Mary of the Assumption is seeking to hire a full time Director of Religious Formation. This position advances the catechetical programs that draw parishioners into a deeper relationship with Jesus Christ and His Church.

### **Job Duties:**

- Oversee Parish School of Religion (PSR) grades K- 12
- Coordinate Sacramental Preparation program with St. Mary Grade School
- Coordinator of RCIA program
- Coordinator for Adult Education
- Train daily Mass Altar Servers and Funeral Servers

### **Key Requirements:**

- Active practicing Catholic
- Bachelor of Theology
- Maintain all information in a highly confidential manner
- Work with others in a collaborative team environment
- Possess strong leadership, communication, and people skills
- Be self-motivated, creative, and engaging
- Intermediate computer knowledge

### **Conditions of Employment:**

- Must be able to successfully complete mandatory background screening
- Complete VIRTUS “Protecting God’s Children” program

Resume and three (3) references, both personal and professional, may be e-mailed to [creilerman@stmarylancaster.org](mailto:creilerman@stmarylancaster.org).