

PSR ELEMENTARY COORDINATOR

St Joan of Arc Catholic Church, a large, suburban parish located in Powell, Ohio, is seeking a PSR Elementary Coordinator. The person in this position is responsible for all activities within the elementary program, grades 1-5, including writing and maintaining curriculum, preparing students and families for sacraments, overseeing and training elementary teachers and teacher assistants, facilitating group meetings, including group presentations. The coordinator works in conjunction with the Youth Faith Formation Director, the Elementary Assistant and the other coordinators in Youth Faith Formation to maintain a well-run program.

The successful candidate will have a bachelor's degree, preferably in theology/religious studies or education; basic catechist certification with intent to earn advanced certification (or be willing to obtain certifications), 2 to 3 years previous experience is required. This is a full-time position, which includes Sundays and evening class times.

Job offer is contingent on the successful passing of the mandatory background screening and completion of the VIRTUS "Protecting God's Children" course.

To apply, please send a cover letter and resume to Shana Leonard, Youth Faith Formation Director, at sleonard@stjoanofarcpowell.org.