



## ST. AUSTIN CATHOLIC PARISH

*Served by the Paulist Fathers*

### Director of Social Justice Ministries

#### **Description:**

The Director of Social Justice Ministries oversees and is actively engaged with the operations of service and justice-oriented ministries within the parish, including Gabriel Project, Thursday Outreach, and Social Justice Education for adults and children. The Director is an active collaborator with organizations that operate in and outside of the immediate parish including Saint Vincent De Paul, Micah 6, Courageous Conversations, Austin Energy and Meals on Wheels. The Director serves as the facilitator for social justice programs for St. Austin Catholic School and organizes and runs parish-wide events and service projects.

#### **Objectives:**

The ultimate goal of the Director of Social Justice Ministries is to show the link between scripture, liturgy, and social justice in the way we live every day. Additional goals of the Director include fostering spirituality and the formation of Catholic Social Teaching in the parish and beyond. The Director leads in advocating for social justice in the community, through legislation, through global solidarity, through direct service, and through the enacting of Catholic Social Teaching. The Director also leads in empowering parishioners in working towards the common good, through projects and programs but also through being present, listening, exchanging ideas and problem solving together. These goals are not accomplished alone but are enacted through the development and implementation of a range of avenues in which parishioners can grow in their faith journey.

#### **Qualifications:**

- Bachelor's degree in related fields such as Social Justice, Theology, Catholic Studies, Lay Ecclesial Ministry, Certified Parish Social Ministry, or 4 years of equivalent experience working in the social justice/parish ministry field at a Catholic parish/diocese with recommendations from a former pastor or supervisor.
- Extensive knowledge of Catholic Social Teaching (CST) required.
- Experience with managing, recruiting and retaining volunteers.
- Strong presentation and writing skills for a variety of audiences (school children, teens, RCIA, adults).
- Collaboration (teamwork) amongst different ministries, especially with faith formation department.
- Conversational Spanish preferred.
- Experience with Microsoft Office required. PowerPoint and Publisher preferred.
- Experience with managing, editing website (Social Justice page) and ministries under Social Justice office.
- Must have Ethics and Integrity in Ministry certification through the Diocese of Austin or obtain this certification from the Diocese within 30 days of hire.
- Advocacy experience with the Texas Catholic Conference of Bishops preferred.

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[www.staustin.org](http://www.staustin.org)

**Major Duties:**

- Attend weekly staff meetings.
- Keep abreast of social justice issues from Catholic documents, magazines, websites, and Texas Catholic Conference of Bishops and how to apply it to everyday life. Focus is on scripture, liturgy, CST, and how they are all linked together. Incorporate these issues to the parish through education incorporating different avenues.
- Coordinator and director of Thursday Outreach Program (financial assistance).
- Organize and prepare JustFaith or JustMatters courses 2 times a year.
- Parish Ministry Fair.
- Micah 6 Austin Board member and committees.
- Coordinate with the school to donate to charities for “non-uniform” day.
- Coordinate with Gabriel Project for Respect All Life Month, May activities, and monthly masses for all life. Promote Respect Life from womb to tomb and all issues of life in between (seamless garment mentality).
- Attend monthly Parish Social Ministry meetings.
- Network and build relationships with City of Austin housing initiatives, Tenant Council, Homeless Coalition and Criminal Justice affiliates.
- Attend Austin Energy quarterly meetings and annual summit and build relationship with them.
- Prepare yearly grant to Austin Energy Plus 1 Program.
- Yearly budget preparation and yearly calendar date preparation.
- Work closely with Catholic Charities of Central Texas.

**Physical Requirements:**

Be able to lift 25 pounds at times

**Standard Work Hours and Availability:**

40 hours per week

Some weekends and evenings

**Salaried**

**Reports to Pastor**

**Supervises 2 people**

**To apply, please submit a cover letter, resume, and the answers to the following questions (500 words or less per response) to [jobs@staustin.org](mailto:jobs@staustin.org).**

1. Describe methods you would use to educate the whole parish community on Catholic social teachings.
2. Describe ways you have or would like to collaborate with staff colleagues in making Catholic social teachings more visible to all Catholics.
3. Where does your passion/interest lie in social justice and how would you relay that to the parish?