



Job Description for Provincial Delegate for Youth and Young Adult Ministry (Redemptorists, Ireland)

The Provincial Delegate for Youth and Young Adult Ministry (PDYM) provides vision and coordination for the Dublin Province's ministry to young people. This includes strategic youth ministry development, ensuring an effective communication strategy, coordinating the Youth Ministry Studies Programme and ensuring compliance with the highest standards in Child Safeguarding Practice.

Accountability

- The PDYM reports directly to the Provincial of the Dublin Province of Redemptorists.

Responsibilities – Strategic Youth Ministry Development

- Foster the faith life of those involved in youth ministry and promote values coherent with the Redemptorist Charism and Ethos.
- Initiate and oversee the implementation of recommendations from a recent external audit of Province Youth ministry.
- Create, coordinate and review the implementation of a new Youth Ministry Strategic Plan for the Province, building on the last strategic plan and in line with a Comprehensive Youth Ministry as outlined in the Irish Bishop's Conference Document, *Called Together: Making the Difference*.
- Chair the Province Youth Ministry Leadership Team, which is responsible for planning, implementing, and evaluating a comprehensive youth ministry.
- Convene the Youth Ministry Forum which consists of all those involved in youth ministry in the Province.
- Assist local superiors in the recruitment, and line management of local directors of youth ministry.
- Assist local directors in the recruitment, training, support, and evaluation of employees and volunteers for the youth ministry teams.
- Provide training and resourcing, as appropriate, for youth ministry teams on a regular basis.
- Collaborate with local teams in the development of new programmes and ministries to be implemented across the Province.

- Work closely in partnership with St. Clement's College Limerick (www.stclements.ie), SERVE (www.serve.ie), YMSP (www.redemptorists.ie/youth-ministry/ymsp) and other affiliated organizations, promoting shared values and interests as pertains to youth and young adult ministry.
- Actively network and collaborate with other youth organizations in Ireland and internationally to promote the aims and objectives of Redemptorist youth and young adult ministry.
- Represent the Province at a national and international level at meetings, conferences and seminars as agreed by the Provincial.
- Together with other Delegates, attend meetings as convened by the Provincial Council.
- Prepare and implement an annual budget for Province Youth Ministry.

Responsibilities - Communications Strategy

- In collaboration with Redemptorist leadership, assist in developing an effective Province communications strategy, in particular as it relates to youth and young adult ministry.
- Ensure effective communication and advocacy for youth and young adult ministry within the Province by providing regular information on youth ministry initiatives and by nurturing a good working relationship with other Provincial Delegates, Community Rectors/Coordinators, Redemptorists, Co-workers and Associates.
- Engage with local and national media to promote the aims and objectives of Redemptorist Youth Ministry and advocate for youth issues.
- Create and maintain an appropriate online presence through social media and websites in order to widen the dissemination of our ministry to youth and young adults.

Responsibilities – Youth Ministry Studies Programme Coordination

- Undertake a review of the Youth Ministry Studies Programme through liaising with current faculty, Diocesan coordinators of youth ministry, past and present students and other stakeholders.
- Coordinate the Youth Ministry Studies Programme including, oversight of the financial and administrative roles, the regular review and updating of teaching materials, new levels of training programmes, and the promotion of the Certificate and other programmes.
- Act as executive secretary to the board of YMSP.
- Organise graduations and Open Days as agreed by the YMSP Board.

Responsibilities – Safeguarding of Children

- Work in collaboration with the Provincial Delegate for Safeguarding and the Safeguarding Training committee to ensure the highest standards of practice in youth ministry and to actively advocate for the safeguarding of children in the Irish church and society.

Person Specification for Provincial Delegate for Youth and Young Adult Ministry (PDYM)

- Be a practising member of the Catholic Church who lives its ethos and teachings.
- Have a recognised third level qualification in Youth Ministry or related area.
- Have a number of years service at senior management level in a Youth Services area with experience in setting and managing budgets
- Have excellent skills in the line management of volunteer and employed personnel.
- Have a proven record in strategic planning and in implementing an operational plan.
- Be able to work flexible hours, including evenings and weekends.
- Hold a current clean full driving licence that is valid for Ireland.
- Have proficient IT skills and be able to use a variety of presentational media.
- Having some experience of fundraising would be desirable.
- Have good skills in social networking or other new media.
- Have knowledge of and demonstrate a commitment to the safeguarding of children and child protection practice.
- The ability to have a rapport with young people and be able to encourage them formally and informally.
- Excellent communication skills, including written, oral and ICT.
- Good interpersonal skills.
- Enthusiasm and the ability to enthuse others.
- Active listening, advocacy and empathy skills.
- Good time management and be well organised.
- Effective and strategic planning and implementation skills.
- Have an ability to develop vision and plans for Youth Ministry.
- Ability to reflect critically and theologically on their work.
- Willingness to travel nationally and internationally as the work requires.
- Passion in seeing that all young people achieve their God given potential.
- Have a valid visa and permission to work in Ireland and other EU countries.