

## Job Description

**Post:** Coordinator for Evangelisation, Catechetics and Pastoral Renewal

**Job Type:** Full-time, permanent position

**Location:** Columba Centre, St Patrick's College, Maynooth, Co Kildare W23 P6D3

### **Scope of the Role:**

The Council for Evangelisation, Catechetics and Pastoral Renewal supports the Irish Episcopal Conference in its work of promoting reflection, strategies and resources in initial proclamation, Christian initiation, catechesis, religious education, new evangelisation and theological reflection in dioceses throughout Ireland. The Council is a key component of the Church's mission of catechesis and evangelisation. The Coordinator for Evangelisation, Catechetics and Pastoral Renewal is responsible, under the direction of the Chair of the Council, for supporting and implementing the development of the above strategies and resources.

The Coordinator will also work closely with the Executive Secretaries of the various Episcopal Commissions, and other relevant Councils and Agencies of the Conference as the Church in Ireland continues on its synodal pathway.

### **Key Duties and Responsibilities:**

- To assist the Chair in the development of the Council for Evangelisation, Catechetics and Pastoral Renewal (ECPR) and the establishment of working groups which will support and provide oversight of the implementation of a five-year strategic plan;
- In consultation with the Chair of the Council, the Coordinator will manage the provision of logistical and administrative support for the effective and efficient functioning of the Council and will be proactive in working with the IEC grants officer in securing funding for projects;
- Be responsible for the coordination of various national projects and initiatives relevant to the work of the Council. Current examples of such projects and initiatives are: Working collaboratively with those tasked with overseeing matters relating to the Synodal Pathway in Ireland, Promoting *Share the Good News*, Promoting the (Irish Episcopal Conference) *Catholic Catechism for Adults and the 2024 Directory for Catechesis*, promoting the Religious Education Curriculum at Primary Level, supporting the development of Religious Education at Second Level, working with Third Level Colleges regarding the Recognition of Qualifications to Teach Religious Education in Primary and Post Primary Schools;
- Provide strategic direction for the introduction and development of the Ministry of Catechist liaising with dioceses and institutions who will seek to provide accredited programmes to suitably identified candidates;
- Develop positive working relationships with key stakeholders such as the Catholic Primary Schools Management Association (CPSMA), the Joint Managerial Body, the Association of Management of Catholic Secondary Schools (AMCSS), the Northern Ireland Commission for Catholic Education (NICCE), the Catholic Education Partnership, other Commissions, Councils and Agencies of the Irish Bishops' Conference, writers of catechetical programmes, Primary and Post-primary schools, Catholic colleges of education and a variety of other national offices in the area of catechesis and religious education;
- Actively facilitate the development of new initiatives in Adult Catechesis and Faith Formation in the light of the Church's primary task of evangelisation; assist in the design of other resources and programmes in support of the work of the Council for ECPR;
- In support of the work of the Council, will set up working groups to develop networks and national initiatives in the areas of Youth and Young Adult Ministry;

- Liaise with international bodies and agencies in areas of interest to the work of the Council for ECPR;
- Liaise with the Council for Education of the IEC in respect of the catechetical content of publications used in the furtherance of Catholic education at primary, secondary and tertiary level;
- Assist the Council for Education in implementing resources, including, for example, discussion documents for parish sacramental preparation and celebration, including in-service material for the *Grow In Love* programme;
- Liaise with the Department of Education, the Department of Education Northern Ireland (DENI) and the National Council for Curriculum and Assessment (NCCA), as appropriate;
- Liaise with diocesan youth ministry officers;
- Liaise with ecclesial movements and communities;
- Develop reflection on new pastoral directions in an era of transformation;
- Other duties considered appropriate and as specified by the Chair of the Council.