Part-Time Campus Ministry Director

Immaculate High School

Position Summary

Immaculate High School seeks a dynamic, faith-filled Campus Ministry Director to help students grow closer to Jesus Christ and the mission of the Catholic Church through faith, fellowship, and service. The Director will create meaningful opportunities for students to learn about, practice, and live their faith in daily life.

The successful candidate will be an engaging relationship-builder with a strong sense of organization and follow-through. They will encourage broad student participation, develop new ideas and programs, and build connections with students, families, faculty, and staff.

Schedule: Part-time, approximately 20–25 hours per week. Some evening and weekend hours are required to support retreats, liturgies, service activities, and other ministry events.

Key Responsibilities

- Plan and lead campus ministry programs that support students' spiritual growth and deepen their understanding of the Catholic faith.
- Create welcoming opportunities for students to participate in prayer, liturgies, retreats, faith formation, fellowship, and service.
- Encourage students to put their faith into action through meaningful service to the school, parish, and wider community.
- Develop fresh and engaging ways to attract students, strengthen participation, and help students take ownership of ministry activities.
- Build positive relationships with students and support them as they explore and live their faith.
- Coordinate the planning and execution of campus ministry events, including schedules, communications, materials, volunteers, logistics, and follow-up.
- Collaborate with school leadership, faculty, staff, clergy, families, and community partners to support the school's Catholic mission.
- Communicate regularly with parents and caregivers about ministry opportunities and ways to support students' faith development.
- Maintain clear calendars, plans, records, and other organizational details related to ministry programs.
- Participate in evening and weekend events as needed.

Qualifications and Attributes

- A practicing Catholic with a strong understanding of, and commitment to, the mission and teachings of the Catholic Church.
- Experience in campus ministry, youth ministry, religious education, or a related setting preferred.
- A warm, energetic, and engaging personality, with the ability to connect with and motivate high school students.
- Strong organizational and event-planning skills, with excellent attention to detail and follow-through.
- Creativity and initiative in developing new ways to engage students in faith, fellowship, and service.
- Strong communication and collaboration skills, including the ability to build relationships with students, parents, faculty, staff, and community members.
- Flexibility to work occasional evenings and weekends.

Desired Impact

The Campus Ministry Director will help make faith a visible and active part of student life at Immaculate High School, creating a welcoming ministry where students are invited to participate, grow in their relationship with God, serve others, and contribute to the life of the school community.

Interested candidates should send resume to Head of School, Wendy Neil (wneil@myimmaculatehs.org)