

St. Rose of Lima Catholic Church Houston, Texas 77018

Director of Faith Formation (Full-Time with Benefits)

Position Overview: St. Rose of Lima Catholic Church seeks a Director of Faith Formation to lead religious education programs for children and adults. This position reports to the Pastor and oversees all aspects of parish faith formation ministry.

Key Responsibilities

Program Leadership:

- Develop and oversee faith formation programs for PreK-5th grade and adults
- Coordinate sacramental preparation for First Reconciliation, First Communion, and OCIC
- Select curriculum materials and evaluate program effectiveness
- Plan and execute Vacation Bible School and special faith formation events

Team Management:

- Recruit, train, and supervise catechists and volunteers
- Ensure all staff complete required safety training and maintain certifications
- Provide ongoing support and resources to ministry team members

Administration:

- Manage program registration, attendance records, and digital databases
- Prepare annual budget and coordinate with Finance Council
- Communicate with parents and promote programs through parish media

Qualifications

Required:

- Active Catholic in good standing with strong knowledge of Catholic doctrine
- 3+ years experience in parish religious education ministry
- Strong organizational and communication skills
- Experience supervising volunteers
- Current catechetical certification

Preferred:

- Bachelor's degree in theology, religious education, or related field
- Previous DRE experience
- Bilingual capabilities (English/Spanish)

Work Environment Full-time position with evening and weekend requirements for programs and events. Competitive salary and benefits including health insurance and paid time off.

To Apply Send cover letter, resume, and minimum salary requirements to Fr. Linh Nguyen at frlinh@stroselima.org

*Applications without salary requirements may not be considered for review.