



Associate Director, Defense of Marriage Laity, Marriage, Family Life and Youth

Position Description

The Associate Director is a practicing Catholic in good standing with the Church who, at the direction of the Subcommittee for the Promotion and Defense of Marriage, and under the supervision of the Executive Director of the Secretariat for Laity, Marriage, Family Life and Youth has major staffing and program responsibilities for Conference bodies which deal with issues related to the promotion and protection of marriage. The Associate Director also assists the Executive Director in selected aspects of the work of the Committee for Laity, Marriage, Family Life and Youth, and in other aspects of the work of the Secretariat. The Associate Director helps promote and implement the bishops' strategic plan for the Conference, and demonstrates shared qualities of effectiveness in all work interactions.

Requirements

Level: Master's degree required

Major Field/Specialty: theology, philosophical and theological anthropology, marriage and family studies

Foreign Language Requirement (if any): a modern language, preferably Spanish, is desirable

Other Specialized Training:

- In-depth knowledge of the Catholic Church and commitment to her teaching
- Thorough understanding of and strong ability to articulate the anthropological and theological principles underlying authentic Church teaching on marriage, in particular through the magisterial teaching of the Second Vatican Council and subsequent papal magisterium
- Understanding and familiarity with issues related to laity in the world and the Church; marriage and family life; natural family planning; lay ecclesial ministry; and youth and young adults
- Organizational planning and staff supervision

- Excellent writing, editing and public speaking skills
- Computer proficiency in Microsoft Office Suite, PowerPoint, e-mail, Internet, etc.

Type and Nature of Professional Experience (minimum 6-7 years):

- Writing, editing, and evaluating the writing of others on topics related to the promotion and defense of marriage
- Public speaking and communicating through media
- Staff supervision, with appreciation for significance of cultural diversity
- Designing and conducting conferences and workshops with special emphasis for the promotion and defense of marriage
- Researching theological and pastoral issues and evaluating the research of others as they might relate to the promotion and defense of marriage
- Conversant with issues, trends, groups, and questions related to the promotion and defense of marriage
- Working collaboratively with peers, colleagues and others to achieve mission goals and objectives