

ADVERTISING A YOUTH MINISTRY/CONFIRMATION COORDINATOR POSITION:

1. The Office of Religious Education send a Position Announcement out with its monthly packet. This includes positions that are available across the Archdiocese. It is a perfect way to get information into the hands of Directors of Religious Education, Youth Ministry Coordinators, Confirmation Coordinators and other people who work with youth. It is best to send this information to the office as soon as the position is available. Here is an example of a job posting:

Youth Ministry/Confirmation Coordinator - Full Time
St. Michael Parish
123 Norman Avenue
Anywhere, CA 90000
Contact: Rev. John Pastor
(213) 637-7674
(213) 637-6574 FAX
email: jparker@stmichael.org
Start Date: July 1, 2002
Youth Ministry Experience preferred. Bi-lingual preferred.

2. The Tidings/Vida Nueva is great place to advertise a position. There is a fee. Check out the back section of this weekly newspaper to see examples of other advertised positions. To advertise contact: (213) 637-7360.

3. It is a good idea to advertise in other Dioceses, as well. We suggest that you contact the Catholic papers in Orange, San Diego, San Bernardino, Fresno and other neighboring Dioceses.

4. A good way to advertise on a national level is with the National Federation for Catholic Youth Ministry. This national office has a website and newsletter to advertise positions. You can contact the NFCYM by calling (202) 636-3825 or check out their website at www.nfcym.org

5. Another good place to advertise on a national level is the National Catholic Reporter (NCR). They have a listing for openings across the nation in the back of their paper. You can contact them at: www.natcath.org or at (800) 444-8910.

6. We also suggest that you advertise at the local Colleges or Universities. You can call the Campus Ministry Office or the Neuman Center.

7. The Archdiocese has a website and job hotline that lists positions available throughout the five regions and at the ACC. Please contact Margie Rodriguez at mrodriguez@la-archdiocese.org or (213) 637-7371 to be placed on these.