

Diocese of Sacramento

JOB DESCRIPTION

DEPARTMENT: Department of Evangelization and Catechesis

POSITION: Coordinator of Deaf Ministry

CATEGORY: Non-exempt Part-Time (12 hours / week)

SUPERVISOR: Director, Department of Evangelization and Catechesis

JOB SUMMARY:

Coordinates ministry to deaf and hard of hearing Catholics to provide for their full inclusion in the Church.

ESSENTIAL FUNCTIONS:

- Recruitment of interpreters for the deaf
- Coordinate monthly social, spiritual or catechetical gatherings for deaf Catholics
- Coordinate the monthly visit of the deaf Chaplain
- Maintain Deaf Ministry facebook page, website and contact database
- Collaborate and network with parishes in providing ministry for the deaf and hearing impaired
- Schedule interpreters as needed
- Provide opportunities for Sacramental Ministry and adult formation opportunities for deaf community
- Take on other duties as requested by Director.

MINIMUM QUALIFICATIONS:

Education: Bachelor's Degree (or extensive experience working with the Deaf community); Certified Catechist

Experience: Three years experience in ministry to the deaf.

Skills / Knowledge: Skilled in American Sign Language, knowledge of deaf culture, general understanding of theology, liturgy, and spirituality.

EMPLOYEE SIGNATURE

DATE

SUPERVISOR SIGNATURE

DATE