



## DESCRIPTION

Ablaze Ministries is seeking a passionate and dynamic person to serve as Local Missions Coordinator at our office in Waco, TX. The Local Missions Coordinator will help lead a specific Ablaze office and the missionary teams serving out of that office. The candidate must have excellent motivational leadership skills, be well organized, have superb verbal and written communication skills, and have the ability to coordinate and collaborate with the ministers within and outside of Ablaze Ministries. Ablaze currently has missionaries in Waco, TX, serving in campus ministry, high school youth ministry and middle school youth ministry.

## CURRENT POSITION INFORMATION

Job Title: Local Missions Coordinator  
Supervisor: Area Missions Supervisor  
Position Type: Full-Time -  
Personal Support Raised  
Locations: Waco, TX

## MISSION OF ORGANIZATION

Ablaze is a ministry organization devoted to forming the young church. Our mission is to form youth ministers and be on mission to youth in parishes. We provide a 360 approach to building disciples by serving youth, ministry leaders, as well as parents.

## GENERAL RESPONSIBILITIES DUTIES

- Support and supervise Missionary Team Leads
- Support Missionary Team
- Coordinate Parish Teams made up of Team Lead and Missionaries
- Maintain local office facilities and budget (utilities, rent, office space, internet, etc.)
- Develop relationships with parishes within the Waco local office boundaries
- Ongoing communication with Ablaze Recruiter
- Build & nurture a young adult community focused on mission to youth around the missionaries in the local office
- Provide coverage for missionary positions that have become vacant
- Lead, Manage, Hold Accountable the Team Leads and Missionaries
- Help establish and maintain team culture
- Keep team morale going
- Advocate for local offices to Ablaze Area Missions Supervisor

## **QUALIFICATIONS EDUCATION EXPERIENCE**

- Must be a Catholic in good standing with the Church and living out one's vocation to the best of their ability.
- Minimum of 2 years of experience in ministry preferred; working on staff in parish and/or Catholic school setting.
- Willingness to abide by Personal Conduct Agreement and Spiritual Covenant.
- Committed disciple of Christ reflected in a life of pervasive prayer, devotion to the Eucharist, and a life of holiness.
- Citizenship of the United States is required
- Proficiency in Spanish is preferred

## **ABOUT THE EMPLOYER**

The mission of Ablaze Ministries is to implement the US Bishops' vision of comprehensive youth ministry, by engaging, nurturing, and empowering discipleship in young people, ministers and volunteers, and within families. Ablaze Ministries enables schools and parishes of all sizes to sustain professional, cost-effective, and enthusiastic ministry rooted in prayer, fellowship, and formation. Our ministry enables collaboration of community parishes, highlighting the true connectedness of the universal Church. Ablaze Ministries provides youth ministers with spiritual formation, professional training, and theological teaching. Our team of missionaries work together in community, sharing each other's gifts and holding each other accountable to meet the needs and the call of the Catholic Church.

**Contact our Recruiter  
P.J. Lozano at  
[pjablaze.us](http://pjablaze.us) or 210.573.1789**

