



CARDINAL MOONEY
H I G H S C H O O L

Job Description
2025-26 Part-Time Campus Minister

Overview:

Cardinal Mooney is a prominent Catholic high school in the Mahoning Valley and has been known and respected since 1956 for maintaining excellence in its academic, spiritual and extra-curricular traditions. Cardinal Mooney's time-tested educational and character development program produces highly successful graduates that are leaders in business and industry, government, the Church, education, arts, and entrepreneurship.

Reports to: President/Principal, Assistant Principal

Requirements:

- Bachelor degree in Theology or related field
- Possesses a valid Ohio Teaching certificate
- Clean FBI/BCI background check and Complete Virtus Training

Position Responsibilities:

- 1. Spiritual Development & Pastoral Care:**
 - Lead and coordinate monthly school Masses, prayer services, and other liturgical events.
 - Provide spiritual guidance to students, including offering one-on-one pastoral care and counseling as needed.
 - Offer opportunities for students to deepen their personal faith through retreats, prayer groups, and other faith-building activities.
- 2. Faith Formation Programs:**
 - Plan and facilitate faith formation programs, including service-learning projects and social justice initiatives.
 - Organize and lead spiritual retreats for students and faculty, including class retreats, grade-level retreats, and leadership retreats.
- 3. Service & Social Justice:**
 - Oversee service program and promote opportunities for students to engage in community service
 - Partner with local charitable organizations to create service projects and outreach programs.



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- Foster a culture of social justice and charity, encouraging students to be active in promoting positive change in their communities.

4. Community Building & Engagement:

- Cultivate an inclusive, supportive, and welcoming environment for all students, regardless of background or faith tradition.
- Organize and lead faith-based social events, student clubs, and leadership opportunities
- Collaborate with faculty and staff to integrate Catholic teachings into the daily life of the school, both in and out of the classroom.

5. Collaboration & Professional Development:

- Work closely with the school's administration, faculty, and parents to support the overall mission of the school.
- Attend regular faculty and staff meetings and contribute to the school's faith-based goals and initiatives.
- Participate in ongoing professional development opportunities related to campus ministry, faith formation, and youth ministry.

Qualifications:

- A deep personal commitment to the Catholic faith and an understanding of Catholic teaching, traditions, and practices.
- Bachelor's degree in Theology, Religious Studies, Education, or a related field (Master's degree preferred).
- Prior experience in campus ministry, youth ministry, or a related field, particularly in a high school or educational setting.
- Strong communication, organizational, and interpersonal skills.
- Ability to work effectively with students, parents, faculty, and administration in a collaborative, faith-centered environment.
- Passion for working with young people and supporting their spiritual, emotional, and social growth.
- Familiarity with current youth culture and an understanding of how to engage students in meaningful faith experiences.
- Ability to maintain confidentiality and offer pastoral care with compassion and sensitivity.



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Physical Requirements:

- Ability to engage in the physical demands of event coordination, including standing, walking, and lifting materials for retreats and other activities.
- Occasional evening and weekend work required for retreats, events, and service projects.

Salary and Benefits:

1. Salary is negotiable and commensurate with experience
2. Medical, dental and vision benefits
3. 403(b) plan
4. Tuition remission for eligible employees

Cardinal Mooney is an equal opportunity employer. Our intent is to recruit, hire, train, and all persons in all job groups in accordance with the law, without regard to race, color, religion, sex, age, marital status, disability, national origin, or any other protected status.

Application Process:

Please email Letter of Interest and Resume to Patty Kalasky at pkalasky@cardinalmooney.com.