



**Catholic Archdiocese of Adelaide
Parish Formation Project Officer
Fixed Term – Full-time**

The Pastoral Services Team are seeking a highly motivated and enthusiastic Parish Formation Project Officer to join the team.

About the Role

An exciting opportunity is available to support new initiatives in parish and diocesan faith formation in the Archdiocese of Adelaide. The Parish Formation Project Officer is a new, full-time, fixed term (18 months) position within the Pastoral Services Team. The role will support the design and implementation of a new parish-based formation program, the 2026 Archdiocesan Synod formation plan, and parish leadership formation.

The Parish Formation Project Officer will work in collaboration to support the design of programs, training and accompaniment of leaders, and evaluation of programs.

Key Responsibilities

- Design, deliver, and evaluate formation programs for parishes and leaders.
- Contribute to the implementation of the 2026 Synod formation plan.
- Train and accompany parish leaders and facilitators.
- Curate and develop engaging formation materials and resources.
- Promote programs and manage participant recruitment and engagement.
- Collaborate with clergy, parish teams, diocesan agencies, chaplaincies, and schools.

About You

We are seeking a person of faith who is passionate about formation, you will have:

- A strong personal faith life and commitment to Eucharist and community.
- Experience in pastoral ministry, especially in adult formation and facilitation.
- Relevant qualifications in theology or pastoral studies.
- Excellent interpersonal, communication, and organisational skills.
- Strong initiative, creativity, and a collaborative spirit.
- Competence in project management and information technology.

Please email applications to recruitment@adelaide.catholic.org.au by **9am on Monday 21 July 2025**. In your application include:

1. Cover Letter addressing the key responsibilities
2. Resume

For a copy of the position description, please email recruitment@adelaide.catholic.org.au

The Catholic Archdiocese of Adelaide is an Equal Opportunity Employer and a Child Safe Organisation. Employment with the Catholic Archdiocese of Adelaide is conditional upon a successful Working with Children Check and successful reference checks.