



DIOCESE OF SACRAMENTO

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OFFICE OF LAY PERSONNEL

Memo

To: Parish Bulletin Editors

From: Bianka Torres, HR Generalist

Date: October 29, 2018

Subject: Job Openings for the Diocese of Sacramento

Please include the following job openings listed below in your parish bulletins for the next two weeks as you are able.

PASTORAL CENTER

Have you ever considered working for the Diocese of Sacramento? The Diocese of Sacramento is a place where you are able to grow your faith while serving the ministry and mission of the Bishop of Sacramento. As Catholics, we believe that all persons are called by God to contribute to the sanctification and transformation of the world, by fulfilling their own particular duties in the spirit of the Gospel and Christian discipleship. Listed below are openings that are currently seeking to be filled by our practicing Catholics.

Campus Minister – Davis

CATHOLIC FUNERAL & CEMETERY SERVICES

The Catholic Funeral & Cemetery Services (CFCS) is a non-profit organization founded in faith and dedicated to providing support and resources during life's most difficult moments. The mission of CFCS is to make every effort to achieve the final wishes of the departed and to empower their families to make thoroughly informed decisions.

PARISH POSITIONS

Parish positions are another also allows you to grow while serving your faith. Listed below are openings that are currently seeking to be filled by our practicing Catholics.

Parish Life Director – Holy Trinity Parish, El Dorado Hills

The Parish Life Director serves as lay administrator of the parish, directing all aspects of operation. Interacting daily with the Pastor and serving to implement the purpose and vision of the parish, this position is responsible for the day-to-day management of all parish matters. As the Pastor's designee, this position supervises and manages parish staff in order to implement the purpose and vision of the parish in a consistent, methodical and collaborative manner.

To apply for a position, please email a short cover letter, resume, and application to personnel@scd.org

Positions are open until filled. For more information and complete job descriptions, visit www.scd.org/employment.

Thank you.