

# Newman Parish – Eau Claire

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110 Garfield Avenue • Eau Claire, WI 54701 • 715-834-3399 • [newmanec.com](http://newmanec.com)

**Job Title: Director of Campus Mission**

**Reports to: Pastor**

**Hours: 40 hours/week, 12 months**

**Wage/Salary: Salary depends upon education and experience, benefits offered**

**Start Date: June 1, 2026 preferred, but could be delayed for the right candidate**

## **Position Overview:**

Newman Parish in Eau Claire, WI is seeking to hire a Director of Campus Mission (University of Wisconsin – Eau Claire). The ideal candidate for the Director of Campus Mission (DCM) will have a heart for sharing the Gospel and helping people grow as missionary disciples of Jesus Christ and His Church. The DCM will desire to lead the campus apostolate and form others in leadership. The DCM supports the college student leadership team and FOCUS missionary team and works to establish a united and integrated vision and mission. The DCM works to foster healthy communication, team unity, and strong relationships among the campus missionary team.

## **Parish Overview:**

Newman Parish is a Catholic Parish of the Diocese of La Crosse comprised of around 275 families from the Eau Claire area (population 70,542). Newman Parish has the mission to serve the college students, faculty, and staff of the University of Wisconsin – Eau Claire (undergraduate enrollment 8,795) and Chippewa Valley Technical College. The Newman Parish operates in the Ecumenical Religious Center located near the lower campus of UWEC.

## **Responsibilities:**

- Lead the Order of Christian Initiation of Adults (OCIA) for college students. This is a growing ministry. The DCM invites, teaches, and mentors college students who are receiving the sacraments of Christian initiation.
- Meet regularly with the pastor, FOCUS missionaries, and Newman Catholic students leaders to have an aligned vision and mission
- Communication (e.g. webpage, Flocknote, Facebook, Instagram)
- Advise and be present for *Newman Catholic* (UWEC student organization) events. Provides and promotes ongoing formation and resources.
- Organize/support fall and spring college student retreats
- Casa Hogar January Mission Trip and/or SEEK FOCUS conference
- Help with monthly student dinners and Thursday dinners
- Maintain the parish calendar of events/building use
- Purchase building and hospitality supplies and hire/oversee college student janitors
- Evaluates programs each year to determine strengths, areas of improvement and future needs

**Work Schedule:**

The director of campus mission is an exempt, ministerial role working primarily during normal business hours and days, but with some evening and weekend hours as well.

**Qualifications:**

- Bachelor's degree, theology/catechetics/Catholic studies
- Lives in full sacramental communion with the Catholic Church and fidelity to Church teaching
- A commitment to personal and communal prayer
- Experience within a catechetical or educational setting (teaching, coordinating, FOCUS, etc.)
- Skills in communication, public speaking, and collaboration
- Ability to organize and manage multiple priorities/tasks
- Ability to mentor/support/form others
- Detail-oriented with a commitment to accuracy and timeliness
- Proficiency with technology appropriate for job responsibilities
- Ability to carry out job-related physical tasks
- Commitment to professional and spiritual development
- Presence within the parish
- Conformity with guidelines and policies of the Diocese of La Crosse

For more information or to request an application please contact:

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