



MARY, QUEEN OF PEACE CATHOLIC CHURCH– MANDEVILLE, LOUISIANA
Digital Missionary

Mary, Queen of Peace Catholic Church is looking for a **Digital Missionary**. This is a parttime position.

Position Type: Part-Time | Not Benefits Eligible (15-20 hours/week, flexible schedule including some weekends/events, mostly working remotely) | Paid Hourly

Reports To: Director of Communications and Media / Pastor

Position Overview

Mary, Queen of Peace Catholic Church is seeking a creative, mission-driven Digital Missionary to extend our parish presence into the digital continent. Rather than managing routine marketing, this role approaches social media, digital content, and online engagement as an instrument of evangelization, relational ministry, and radical hospitality.

The Digital Missionary will create compelling digital content, facilitate authentic online community interaction, and help bridge the gap between digital engagement and active parish life in Mandeville.

As a Digital Missionary, the individual's behavior is required to be consistent with culture and cores values of Mary, Queen of Peace Catholic Church:

- **Fundamentally Relational:** As fundamentally relational beings, made in the image of our relational God, we engage in relationships by being attentive and present to those we serve and serve alongside.

- **Mission Driven:** We put the Lamb of God at the forefront of all that we do, aligning ourselves to the collective mission of fostering life-changing encounters with Jesus.
- **Innovatively Excellent:** Ensuring quality and excellence, we transcend expectations by thinking beyond the norm to meet the needs of today.
- **Radically Hospitable:** We are committed to radical hospitality, to be a place for doubters and disciples, for people with deep questions and deep convictions; all have a home here with us.

Ministerial Character

The Pastor is the visible principle and foundation of unity in Mary, Queen of Peace Catholic Church which the Archbishop has entrusted to him. He makes Christ's mission present and enduring in the parish. In order to fulfill his mission, the Pastor employs suitable, chosen collaborators (clerics, religious, or laypeople). He shares with them his mission and entrusts various responsibilities to them.

Positions employed at Mary, Queen of Peace Catholic Church help to extend the ministry of the Pastor in particular ways as outlined in the job description. Therefore, the employee in this position is closely connected to and assists the Pastor in the performance of his ministry and thereby engages in ministry for the Church.

Key Responsibilities

1. Evangelization & Content Creation (40%)

- Design visually engaging graphics, video clips, reels, and stories for parish social media channels (Facebook, Instagram, YouTube, etc.).
- Translate Sunday homilies, parish events, and Catholic traditions into shareable, uplifting digital content that inspires faith and connection.
- Capture high-quality photography and short video footage during parish events, Sacramental celebrations, and ministry activities.
- Maintain a consistent parish brand identity rooted in warmth, beauty, and authentic Catholic theology.

2. Community Engagement & Online Hospitality (35%)

- Actively monitor social media channels, responding to comments, direct messages, and inquiries with radical hospitality and pastoral warmth.
- Foster an encouraging online environment where parishioners, seekers, and visitors feel seen, welcomed, and prayerfully supported.
- Coordinate digital prayer networks (e.g., collecting mass intentions or prayer requests submitted online).
- Bridge the online-to-offline journey by guiding digital visitors toward parish groups, RCIA/OCIA, liturgical services, and fellowship events.

3. Communications & Outreach Support (25%)

- Collaborate with parish staff, ministry leaders, and school leadership to highlight upcoming programs, volunteer needs, and community impact.
- Assist in drafting digital announcements, email newsletters, and website updates aligned with parish communications goals.
- Track basic digital analytics (reach, engagement, video views) to refine outreach strategies and identify effective methods for connecting with the community.

Qualifications & Requirements

- **Faith Alignment:** Practicing Catholic in good standing with a love for the Gospel, a deep understanding of Catholic teaching, and a passion for modern evangelization.
- **Technical & Creative Skills:**
 - Proficiency with social media platforms (Facebook, Instagram, YouTube, TikTok/Reels).
 - Hands-on experience with design tools like Canva or Adobe Creative Suite (Photoshop, Illustrator, Premiere Pro).
 - Basic photography and smartphone video editing capabilities.
 - Experience with email platforms (e.g., Mailchimp, Flocknote) and web content tools is a plus.
- **Interpersonal & Ministry Mindset:**
 - Strong written and verbal communication skills with a welcoming, encouraging tone.

- Ability to exercise pastoral discretion, confidentiality, and sound judgment online.
 - Self-motivated and capable of balancing independent work with parish staff collaboration.
- **Safe Environment:** Must complete Archdiocese of New Orleans safe environment training and background check (Safe Environment/Protection of Children certification).

Work Environment & Schedule

- Flexible schedule combining remote creation time, on-site presence for major events or liturgies, and office hours as needed.
- Occasional weekend or evening coverage required to capture key parish events (Masses, parish socials, youth gatherings).

Interested applicants should send a cover letter, resume, and at least three references to kbaker@maryqueenofpeace.org. For questions or additional information, please contact our Director of Parish Operations and Stewardship, Karen Baker, at (985) 202-0232.

Updated: September 24, 2026