



CATHOLIC PRO-LIFE COMMUNITY

RESPECT LIFE MINISTRY OF THE DIOCESE OF DALLAS

POSITION DESCRIPTION

TITLE	Respect Life Liaison	DEPARTMENT	Parish Engagement
DATE	January 2024	LOCATION	CPLC North Dallas Office

GENERAL INTRODUCTION

The Respect Life Liaison works to expand and reinforce the Gospel of Life within the Diocese of Dallas. Reporting to the Director of Parish Engagement, this individual works in cooperation with CPLC departments, CPLC ministries, and the Catholic community and beyond to establish and enhance Dignity of Life awareness and engagement across the Diocese of Dallas.

Note: All employees and volunteers of the CPLC are to exercise faithful stewardship of the time, talent, and resources at their disposal and those of their coworkers in achieving the results that will be most worthy of the prayers, sacrifices, and generosity of our supporters.

SUMMARY OF POSITION

The Respect Life Liaison is responsible for developing Respect Life Ministries at parishes and schools within the Dallas Diocese. Together with the Parish Engagement team (Bilingual Respect Life Liaison, Youth Outreach and Speakers/Presentations Coordinators and team director) will create opportunities to expand the understanding of the Dignity of Life in the parishes and schools. The Respect Life Liaison is a full-time position (40 hours per week) and works in the CPLC North Dallas office and in the field, visiting and meeting with parish team members and Respect Life Leaders. The Respect Life Liaison serves as liaison between the Catholic Pro-Life Community (CPLC) and the parish volunteer Respect Life Ministry leads throughout the Diocese of Dallas.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Leverage segmentation capabilities created by the CPLC Parish Engagement Team to assess the current capabilities and activity levels of Respect Life Ministries throughout existing Parishes and Schools recognized within the Diocese.
- Work with each individual parish/school to develop the capabilities and activities of the Respect Life Ministries based on their individual capabilities and challenges:
 - Where there is no existing Respect Life Ministry, help to identify potential ministry leaders and assist in the creation of the new ministry.
 - Where there is a small Respect Life Ministry with limited activities and visibility to the parish, help to expand their ministry's membership and introduce recurring activities that focus on Life (Rosary for Life, Adoration for Life, Perpetual Donations for Moms in Need, etc.).

- Where there is an established Respect Life Ministry with limited activities outside of Mass, help to expand their ministry's reach with CPLC education and community event opportunities.
- Where there is an active Respect Life Ministry but limited ability to reach beyond the ministry members themselves to engage the general parishioner base, provide packaged programs and communications that can be used to expand the message of life within the parish/school (Spiritual Adoption, Joy of Life Fulfilled, etc.).

KEY QUALIFICATIONS

- **Passion for Protection of Life.** A heartfelt desire to join a community of love and dedication to the most important cause – Life. The Catholic Pro-Life Community doesn't just do pro-life work as some hobby to be squeezed in when we have time, but as the very heart and soul of our quest for justice in this world.
- **Proven Communication Skills.** Excellent written and verbal English communication skills that allow you to be goal-oriented without being aggressive. Bilingual skills are appreciated and welcome.
- **Natural Relationship Skills.** An ability to make a good first impression through a positive combination of professionalism, trustworthiness, and an honest appreciation for other people. Handles interpersonal relationships with discernment and empathy.
- **Dedication to our Community.** The willingness and ability to demonstrate the values of the CPLC by consistently and positively serving as a "face" of the CPLC to the Diocese of Dallas and the broader pro-life community. Acceptance of the teachings of the Church, especially the teachings on life issues. Active membership in a parish/faith community in good standing with the Church. Compliance with all Safe Environment requirements of the Diocese of Dallas and the CPLC.
- **Teachable and Adaptable.** Willing to learn and adapt your experience within the context of the culture and mission of the CPLC. Ability to work effectively with individuals at all levels of the organization and community.
- **A Proven Leader.** Ability to motivate and lead to achieve the desired goals. This requires a continuity of direction that begins with planning and defining key approaches, providing hands-on demonstration and knowledge transfer, and learning and optimizing based on actual performance.
- **Foundational Experience.** Demonstrated ability to achieve designated goals through individual contribution and team-oriented solutions.

The above statements are intended to describe the general nature and level of the work being performed by people assigned to this position. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required. All representatives of the Catholic Pro-Life Community may be required to perform duties outside of their normal responsibilities from time to time as needed.