

National Shrine of Our Lady of the Snows

442 S. DeMazenod Drive, Belleville IL 62223
(618) 394-6233

JOB OPENING

The National Shrine of Our Lady of the Snows, a division of Oblate Service Corporation is seeking applicants for a Sacristan Position at the Church of Our Lady of the Snows.

POSITION: Sacristan

LOCATION: Belleville, IL

POSITION STATUS: Full-Time, 30 hours, non-exempt

JOB SUMMARY: The Sacristan undertakes the detailed preparation of all liturgical celebrations and special devotions taking place in the Church of Our Lady of the Snows, Shrine Amphitheatre, Lourdes Grotto, Christ the King Chapel and Santo Niño de Cebú Chapel, including all weekend, weekday and holiday Masses.

This individual should have a solid understanding of how liturgies flow, the order of service, the preparations and tear-downs. This individual must be trustworthy and have good people skills including the ability to communicate and delegate to others in a respectful and concise way. Flexibility is also crucial in this role.

Individual should have a high school education or equivalent, with a valid driver's license. Must be a Catholic in good standing. Also must be able to walk, see and hear. While performing the essential functions of this job, the employee is required to move and set up chairs, tables, and other furnishings. Some lifting up to 40 lbs is required as well as climbing ladders and using custodial equipment.

For more information on this position please visit www.snows.org and view our employment opportunities.

Interested candidates should send resume and salary requirements to:

Diann Donjon
Human Resources Department

Address:
442 S. DeMazenod Drive
Belleville, IL 62223

Or email HResources@oblatesusa.org