

Job Description: Content Creator (Contract Position)

Office of Vocations, Diocese of San Angelo

Overview

The Office of Vocations seeks a skilled and creative part-time Content Creator to develop and manage engaging multimedia content to promote vocational discernment and awareness within the Diocese of San Angelo. This position will focus on creating compelling videos, social media, and print materials to inspire and inform individuals about vocations to the priesthood, religious life, and consecrated life. The Content Creator will work closely with the Vocations Director to align content with the mission and values of the Catholic Church, in accord with an annual Office of Vocation goals.

Key Responsibilities

- **Video Production:**
 - Produce high-quality videos (e.g., testimonials, promotional videos, event recaps) to showcase stories of discernment, vocational events, and the beauty of consecrated life.
 - Handle all aspects of video production, including scripting, filming, editing, and post-production.
 - Ensure videos reflect the spiritual and pastoral tone of the Office of Vocations and the unique local culture of the Diocese of San Angelo.
- **Social Media Content Creation & Management:**
 - Develop engaging social media content (posts, stories, reels, etc.) for platforms such as Instagram, Facebook, X, TikTok, and YouTube to promote vocations and events.
 - Supervise and review social media content created by staff or volunteers to ensure consistency, accuracy, and alignment with Church teachings.
 - Monitor engagement metrics and adjust strategies to maximize reach and impact.
 - Monitor and manage all social media platforms by responding to comments, messages, removing inappropriate posts, and passing along contact information for those who show interest as potential discerners.

- Create an ongoing digital ads strategy, including the design of digital ads, applying for and utilizing Google Ads Grant, and placement and monitoring of ads across multiple platforms.
- **Design Materials:**
 - Design and create flyers, posters, brochures, and other promotional materials for vocation-related events, retreats, and discernment programs to be distributed as digital or printed assets to parishes, schools, and other partners.
 - Collaborate with printers and vendors to ensure timely and high-quality production.
- **Branding & Messaging:**
 - Maintain a consistent brand voice and visual identity that reflects the mission of the Office of Vocations.
 - Ensure all content is theologically accurate, culturally sensitive, and appealing to diverse audiences, including young adults.
- **Event Support:**
 - Provide media coverage (photos, videos, live streams) for vocation-related events such as discernment retreats, ordinations, or “Come and See” weekends.
 - Create post-event content to share highlights and encourage ongoing engagement.
- **Collaboration:**
 - Work closely with the Vocations Director and team to develop a content calendar and strategic communication plan in alignment with annual Office of Vocation goals.
 - Coordinate with other diocesan or parish media teams to amplify vocation initiatives.

Qualifications

- **Experience:**
 - Proven experience in media production, including video editing, graphic design, and social media management.

- Minimum of 2-3 years in a media, communications, or marketing role (experience in a religious or nonprofit setting preferred).
- **Skills:**
 - Proficiency in video editing software (e.g., Adobe Premiere Pro, Final Cut Pro) and graphic design tools (e.g., Adobe Photoshop, Canva, InDesign).
 - Strong understanding of social media platforms, trends, and analytics.
 - Excellent written and verbal communication skills, with attention to detail.
 - Ability to produce visually appealing and professional content under tight deadlines.
- **Knowledge & Faith Commitment:**
 - Practicing Catholic with a strong understanding of Catholic teachings, particularly regarding vocations to priesthood and religious life (preferred but not required).
 - Sensitivity to the spiritual and pastoral nature of vocation promotion.
- **Other Requirements:**
 - Ability to work independently and manage multiple projects simultaneously.
 - Flexibility to attend events, which may include evenings or weekends.
 - Access to necessary equipment (camera, editing software, etc.) or ability to coordinate with diocesan resources.

Employment Details

- **Type:** Part-time hourly (estimated 20-25 hours/week).
- **Duration:** One Year with option to renew.
- **Compensation:** Commensurate with Experience
- **Location:** Remote with regular travel to various sites within the Diocese of San Angel for events.
- **Reports to:** Vocations Director.

Application Process

Interested candidates should submit the following:

- Resume highlighting relevant experience.

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- Portfolio showcasing video, social media, and print design work.
- Cover letter explaining interest in the role and how your skills align with the mission of the Office of Vocations.
- Two professional references.

About the Office of Vocations

The Office of Vocations of the Diocese of San Angelo is dedicated to fostering a culture of vocations by supporting individuals in discerning God's call to priesthood, religious life, and consecrated life. Through prayer, outreach, and community engagement, we aim to inspire the next generation to respond generously to God's will.

The Diocese of San Angelo is an equal opportunity employer and encourages applications from candidates of all backgrounds who share our mission to promote vocations in the Catholic Church.

Job Announcement

The Diocese of San Angelo Office of Vocations is seeking a skilled and creative part-time Content Creator to develop and manage multimedia content to promote vocational discernment and awareness within the Diocese of San Angelo. This position will focus on creating videos, social media, and print materials to inspire and inform individuals about vocations to the priesthood and religious life. The Content Creator will work closely with the Vocations Director. This position requires a minimum of 2-3 years in a media, communications, or marketing role (a religious or nonprofit setting preferred), proficiency in video editing software and graphic design tools, and a strong understanding of social media platforms, trends, and analytics. San Angelo residency is not required, but applicant must be available for regular travel within the Diocese of San Angelo. Job duties and other information regarding the position are available at the Diocesan website, www.sanangelodiocese.org. Resumes should be sent to Mike Wyse, Chancellor, at P.O. Box 1829, San Angelo, Texas 76902-1829, or emailed to mwyse@sanangelodiocese.org by September 15, 2025.