



# Memo

**Date:** January 29, 2024  
**To:** Pastors/Administrators and department heads  
**Cc:** Parish secretaries  
**From:** Marquita Richburg, director, Office of Human Resources  
**Re:** Position vacancies

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**St. Pius X Catholic High School** seeks a full-time **drama teacher/theatre director**. The ideal candidate will be responsible for overseeing & enhancing the theater program within the school. This role is pivotal in creating an environment where students can explore & develop their talents in acting, stagecraft and theatrical production while aligning with the school's Catholic values & principles. Responsibilities include: Teach classes during the school day in Acting I, Advanced Drama, Musical Theater and Power of Speech according to the curricular standards approved by the Archdiocese of Atlanta. Directing Productions: Lead & direct the Theater program, including the production of plays, musicals and other performances. Qualifications include: Bachelor's degree in theater, drama or a related field (master's degree preferred). Certification in teaching secondary education. Previous experience in directing school or community theater productions; strong organizational, communication and leadership skills; knowledge of Catholic beliefs & values, and the willingness to integrate them into the theater program; ability to work collaboratively with students, staff and parents; proficiency in technical theater aspects such as lighting and sound is a plus. Interested candidates should submit a resume, cover letter and references to Marsha Free, [mfree@spx.org](mailto:mfree@spx.org), and Ian Labreck, [ilabreck@spx.org](mailto:ilabreck@spx.org).

**St. Gabriel**, in Fayetteville, has an immediate opening for a full-time position for a **stewardship and events coordinator**. The position shall identify and develop strong relationships with a core team of leaders to aid in the process of developing, organizing, training, empowering and supporting discipleship teams. The position will develop all parish events, timelines, planning, facilitation and coordination of hospitality and annual events associated with St. Gabriel. This will involve a commitment to encourage and participate in organizing opportunities for the parishioners of the church to be involved in ministry and to ensure our best effort in connecting those who visit the church

find a place to worship. People and time-management skills are necessary along with strong computer skills and excellent written and verbal communication skills. This high energy person will help our parishioners CONNECT deeply with God, GROW intentionally, SERVE joyfully and LEAD courageously. The ideal candidate will develop, staff, implement and oversee small groups and connections ministries that create opportunities for learning and fellowship that encourage adults to grow toward Christ-likeness. The candidate must be a practicing Catholic in full communion with the Church. Please send cover letter and resume to Fr. Richard Vu at [Father.Richard@stgabrielga.com](mailto:Father.Richard@stgabrielga.com). **No phone calls, please.**

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Please make these announcements available to your employees and publish in your parish newsletter and bulletins for the month of February. Thank you.