

TRIBUNAL ADVOCATE

The Roman Catholic Archdiocese of Indianapolis is seeking an Canonical Advocate for the Metropolitan Tribunal office located in the Bishop Edward T. O'Meara Catholic Center. The Advocate is responsible for assisting persons who are seeking to establish their freedom to marry in the Catholic Church or to clarify their marital status in accordance with Canon Law.

The qualified candidate must have at least a bachelor's degree (a degree in Canon Law is preferred). Two years of legal and/or pastoral experience or other relevant life experience is preferred. The qualified candidate must also be a Catholic in good standing, have a general understanding and acceptance of the Church's teachings regarding marriage, have excellent verbal and written communication skills, strong organizational skills, computer knowledge, and the ability to present realistically the requirements of Canon Law while remaining sensitive to the pastoral needs of the client.

Full-time employees may participate in a benefits program that includes:

- Comprehensive Health plan
- Paid Parental Leave
- Employer contributed HSA for medical plan participants
- FSA and Dependent Care FSA
- Dental Insurance
- Paid Vacation, Sick, and Personal Days
- Life and Disability Insurance
- 403(b) matching

The position is an opportunity to work directly in Church ministry that serves people's human and spiritual needs. To obtain a description of the Advocate position and an employment application, please contact: Mrs. Kay Summers, Associate Director of the Tribunal, Archdiocese of Indianapolis, 1400 N. Meridian Street, Indianapolis, IN 46202 or by e-mail: ksummers@archindy.org. Applications will be accepted through January 1, 2025.