Campus Minister

Catholic Memorial is a college preparatory school for boys founded in the spirit of Blessed Edmund Rice and guided by the Essential Elements of an Edmund Rice Education. Our faith and learning community is dedicated to transforming boys’ lives through academics, arts, athletics, and campus ministry. We challenge students to pursue excellence, embrace Gospel values and lead through service.

Position Description

The Campus Minister furthers the mission and values of Catholic Memorial School by invigorating the faith formation of boys through a variety of campus ministry programs, including liturgies, retreats, faith formation programs, and both local and travel based service and immersion experiences.

This position will also be responsible for teaching 4 sections within the Theology Department.

Responsibilities

Under the direction of the Vice-Principal for Mission and Integration, this position works collaboratively with the Campus Ministry team to carry out the mission and programming of the Campus Ministry department as follows:

- Responsible for the pastoral care, spiritual guidance, and faith formation of the CM community.
- Coordinates and organizes all components of Catholic liturgical life, including school wide liturgies, sacraments, and other prayer services throughout the academic year.
  - Manages the training and scheduling of student liturgical ministers, the preparation of music to be played and sung at various liturgical celebrations, and promotes the ministries of choirs, cantors, and all who contribute musically to the liturgy.
- Tasked with the planning, budgeting, recruitment, execution and evaluation of the Retreat program.
  - Garners student interest in liturgical and retreat experiences through creative and continuous publicity and communication.
  - Recruits and trains students to be effective servant leaders and small group facilitators on retreats and other campus ministry programs.
  - Recruits and trains faculty and staff to participate in and lead retreats and other campus ministry faith formation programs.
- Tasked with the planning, budgeting, recruitment, execution and evaluation of the BERSI immersion program and a program of local service experiences for all students.
Manages student and parent information events to effectively publicize and promote service and immersion programming.

- Recruits faculty and staff to participate in service and immersion programs and other campus ministry programs.
- Recruits and trains students to be effective servant leaders and small group facilitators in service and immersion and other campus ministry programs.
- Garners student interest in service and immersion programs through creative and continuous publicity and communication.
- Participates in both local and travel based service and immersion experiences.

- Tasked with the planning, budgeting, recruitment, execution and evaluation of the Peer Ministry program.
  - Develops curriculum and programming that integrate faith formation with servant leadership development.
  - Recruits and trains students to be effective servant leaders and small group facilitators throughout Campus Ministry programs.

**Qualifications**

- Bachelors Degree *required*. Masters Degree in Theology/Pastoral Ministry/Religious Education or equivalent is *preferred*.
- An understanding of Roman Catholic theology, spirituality, and practices and the ability to relate them to the personal and relational experiences of boys.
- A ministerial vision that includes an appreciation of the Essential Elements of an Edmund Rice Christian Brothers’ Education, and an ability to develop campus ministry programs that further that vision.
- Ability to foster an atmosphere of trust and openness amongst boys and a strong capacity for facilitating small group discussion.
- Genuine interest in the lives of boys and concern for their personal, social, and spiritual formation.
- Excellent oral and written communication skills, strong active listening and interpersonal skills, developed organizational and leadership skills, and an ability to relate and work with diverse groups of people within the community.
- Experience in development and evaluation of programs.
- Work schedule flexibility, including evening and weekend hours.

**Interested applicants should submit a resume and cover letter to:**

Thomas Beatty, Principal
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