DIRECTOR OF IGNATIAN IDENTITY

Job Description

The Director of Ignatian Identity is responsible for the development and execution of programs that ensure and strengthen the active, intentional living of McQuaid Jesuit’s Catholic, Jesuit mission amongst the adult members of the school community.

Essential Functions and Responsibilities

• Design and execute programs to support the ongoing formation of adult members of the school community in Ignatian spirituality and Catholic identity, including the following specific initiatives:
  o Program for first-year faculty and staff
  o Mentoring and support for faculty and staff in years 2-5
  o Parent/Guardian Orientation as relating to Ignatian mission and identity
  o Annual Faculty/Staff Day of Reflection
  o Ongoing adult formation offerings, such as spiritual direction, discussion groups, and speakers
• Serve as internal coordinator for, and liaison to, adult formation opportunities offered by the Jesuit Schools Network, the UNE Province, the Jesuit Collaborative, Jesuit colleges and universities, the Diocese of Rochester, and other organizations, and advise the President and Principal on such opportunities
• Collaborate with the Theology department, Campus Ministry office, members of the Jesuit Community, and other administrators on programs designed to enhance the school’s sense of mission and identity, including:
  o School liturgical life
  o Xavier Day programming
  o Annual Social Justice theme and related initiatives
• Develop and oversee the budget for Ignatian Identity programs
• In conjunction with the UNE Province, provide for ongoing mission and identity formation for members of the Board of Trustees
• Serve as a member of the Board of Trustees Ignatian Identity Committee
• Teach classes as assigned by the Principal

Supervisory Responsibilities

• This position does not supervise personnel.
Knowledge/Skills

• Creative and inspirational approach to adult formation programming
• Direct experience and deep knowledge of Ignatian spirituality and Catholic theology
• Excellent written and verbal communication skills
• Facility with and openness to modern technology and its thoughtful, appropriate application in a school setting
• Ability to build relationships characterized by trust and shared commitment to a common mission and goals
• Desire to collaborate with colleagues on development and implementation of a comprehensive program

Qualifications/Requirements

• Commitment to the principles and core values of McQuaid Jesuit, as expressed in the school’s Mission Statement, the Profile of the Graduate at Graduation, and the Profile of an Ignatian Educator
• Master’s Degree in Catholic Theology or related field preferred
• Previous experience in spiritual direction, retreat direction, or similar formation programming
• Knowledge of Jesuit education and pedagogy

Reports to: Principal. The Director of Ignatian Identity will be evaluated annually based on the description above and feedback from the administration, faculty, and staff of McQuaid Jesuit.

The Director of Ignatian Identity is a 10-month administrative position.