The Director of Campus Ministry oversees a department entrusted with the school’s spiritual outreach to students and staff.

Special Knowledge/Skills

- Possesses excellent interpersonal communication skills
- Personally models a life of devotion to the Catholic faith
- Is highly organized, innovative and able to inspire others in their life of faith
- Has the capacity to articulate and explain faith practices to high school students
- Has the capacity to minister to non-Catholic students
- Understands and implements the Church’s focus on the New Evangelization
- Intimately understands the Catholic tradition in which JSerra was founded

Education/Experience

- B.A. in ministry, theology, catechetics or a related field (M.A. preferred)
- Four years’ experience in a similar role with adolescents

Primary Responsibilities

General

- Supports and models professional qualities in relationship to the school’s mission and goals
- Exhibits poise in interactions with students, staff and parents
- Displays a positive attitude by acting as a role model for the staff and the greater community
- Exhibits appropriate dress and grooming for the position and responsibility
- Demonstrates initiative, recognizes needs of the position, and suggests ways to improve programs

Ministry Tasks

- Organizes, oversees and designs spiritual retreats for students
• Oversees required weekly all-school Mass, optional daily liturgies and music ministry
• Oversees and organizes Eucharistic Adoration, confessions, bible studies and service projects
• Provides opportunities for spiritual direction and counseling
• Oversees spiritual outreach to staff and parents
• Oversees RCIA program for students in conjunction with local parishes
• Works in collaboration with school Chaplains and the Religion Department

Other

• Performs other duties as assigned by the Principal

Supervisor

Reports directly to the Principal

JSerra Catholic High School is a co-educational, four-year college preparatory high school. It is a private Roman Catholic high school, one of only six such schools in the United States and the first in California. Although the school is a private Catholic high school, it does maintain an Affiliation Agreement with the Diocese of Orange.

JSerra provides equal employment opportunity and treatment to all qualified applicants and employees, regardless of age, race, sex, national origin, color, marital status, or handicapped status. The school’s employment policies and practices at all times provide equality of opportunity.

Salary commensurate with experience.

10 month position (August to May) Payable over 12 Months (August to July)

Apply to employment@jserra.org with cover letter, resume and at least 2 letters of recommendation. Please send all documents as PDFs. No other document types will be opened.

Any questions regarding position should be directed to employment@jserra.org.