

Director of Mission and Ministry

Position Details

Position Overview

Position Title	Director of Mission and Ministry
Department	117000 - Office for Mission
Position Type	Regular
Position Classification	Full-Time, 12 months
Grant/Gift Funded (all or a portion)?	No
If Temporary or Grant Funded, Start Date and End Date	

Position Description/Posting Details

Posting Number S1201P

Position Summary

The Director of Mission and Ministry (MM) plays a central role in advancing the University's Mission developing and implementing innovative programs and activities that engage students, faculty, staff, and other community members in living out the University's Catholic identity, Lasallian tradition, history, and core values. This includes creating and enhancing existing religious services, Lasallian Formation, Justice Education, Interfaith and Religious Diversity, Retreats, Community-Residential Ministry, and other activities where members of the community can freely live their faith. The Director will work closely with the Vice President of Mission, Diversity, and Inclusion to coordinate the spiritual needs of the University's diverse community, ensuring effective programming, strategic planning, and resource management. Collaboration with faculty, staff, student leaders, and the Christian Brothers is essential to enhance and support the University's mission, while addressing emerging community needs and priorities.

This position will model the University's Mission through dedicated job performance of duties and responsibilities, exceptional service to all constituencies, respectful collaboration, and a proactive commitment to the principles of the University's Mission and Lasallian Catholic education. This position reports directly to the Vice President of Mission, Diversity, and Inclusion.

Essential Duties

- Supervises, supports, and develops MM staff and student leaders through regular assessment, mentoring, professional development, and effective management of personnel issues to foster a high-performing team aligned with the University's mission. This includes meeting with individuals regularly 1:1 and as a team on a routine basis (typically weekly).
- Prepares and oversees the MM annual budget, conducting regular budget analyses with Vice President of Mission, Diversity, and Inclusion to align with strategic priorities.
- Develops, implements, and maintains programs, services, and activities that engage, celebrate, and advance the University's Mission, Catholic identity through its Lasallian traditions and charism, institutional history, commitment to service, and interfaith understanding and celebration.
- Oversee community engagement efforts and activities as well as mission and volunteer service programs.
- Collaborates with and supervises the Choir Director & Accompanist and Ordained Minister to coordinate daily and weekly Masses, as well as special Masses.
- Collaborates with faculty, staff, and students to develop and provide programming that supports the faith and spiritual development of all La Salle community members, including but not limited to, interfaith dialogue and services, outreach and support for students, faculty, and staff of all faith backgrounds, and the RCIA (Rite of Christian Initiation of Adults).
- Develops, implements, and maintains mission and ministry related retreat programs for students, faculty, and staff.
- Designs and oversees opportunities for students, faculty, and staff to interweave religious and spiritual practices, especially prayer, into the life of the University as appropriate.
- In collaboration with Vice President, supports adult formation initiatives by assisting in the design and execution of retreats, liturgies, and other ministry programs that help faculty and staff deepen their spiritual lives and understanding of the Lasallian Mission on a voluntary basis.
- In collaboration with the Vice President, researches the feasibility for and develops a plan to implement a Lasallian Spirituality Center.
- Identifies and nurtures opportunities to increase student engagement in the University
- through leadership opportunities within in Mission & Ministry.
- Promotes, supports, and participates in Lasallian Mission formation programs, retreats, and other appropriate summer programs.
- Conducts both summative and formative assessments of programs and services, including an annual evaluation of all Mission & Ministry Programs.

Secondary Responsibilities

- Attends, supports, and assists with other divisional and University-wide events as necessary.
- Performs other duties as assigned by the Vice President of Mission, Diversity, and Inclusion.

of Direct Reports

1 full-time, 2 part-time

Required Qualifications

- Master's degree in theology, ministry, or a related field and/or demonstrated expertise in ministry training and development or an equivalent combination of education and experience.
- A minimum of 2 years experience working in a college or university with a Catholic religious affiliation, serving in campus ministry, faith formation, student development, volunteer management, and/or justice and equity work.
- Must have related work experience that demonstrates competency working with people from a variety of faith backgrounds, religious traditions, and ecumenical and interfaith competencies.
- Excellent written, oral, and interpersonal communication skills, including ability to build rapport and collaborate with diverse constituents both internally and externally (e.g., students, faculty, staff, employers, parents, alumni, community organizations, prospective students and families).

- Strong problem-solving abilities, including capacity to analyze complex issues, identify potential solutions, and collaborate with others to implement effective strategies to address challenges.
- Strong project management, event coordination, and supervisory skills.
- Knowledge of and commitment to the mission of La Salle University.

Preferred Qualifications

- Previous experience working with Lasallian spirituality and mission.
- Demonstrated experience working with diverse populations in an urban setting.

Physical Requirements and/or Unusual Work Hours

- Must be available to work flexible hours, including evenings and weekends to support activities and programs.
- Willingness and ability to travel as needed.

Special Instructions to Applicant

La Salle University embraces diversity and seeks candidates who will contribute to a climate that supports a fully inclusive, equitable, and diverse working and learning environment. We strongly encourage individuals from underrepresented and/or marginalized identities to apply.

La Salle University offers its eligible employees comprehensive medical and dental plans, employer paid life and disability insurance, retirement benefits, generous paid time off (vacation, sick leave, and holidays), and tuition benefits such as no cost undergraduate and graduate degree programs for its employees (with no wait period) and no cost undergraduate degree programs for its employees' dependents (after completing the required years of service)

Posting Information

Application Open Date	12/19/2024
Application Close Date	
Application Open To	Internal and External Applicants

Documents Needed to Apply

Required Documents

1. Cover Letter/Letter of Interest
2. Resume/Curriculum Vitae

Optional Documents

Supplemental Questions

Required fields are indicated with an asterisk (*).

1. * How did you first hear about this employment opportunity?

- blackperspective.com
- disabilitysolutionstalent.org
- disabledperson.com
- employdiversity.com
- hercjobs.org
- higheredjobs.com
- hireourheros.com
- hispanic-today.com
- indeed.com
- jofdav.com (Job Opportunities for Disabled Veterans)
- La Salle Website
- monster.com
- Referred by a Current or Former Employee
- Referred by a Friend or Family Member
- usmilitarypipeline.com
- veteransenterprise.com
- vetjobs.com
- wib-i.com (Women in Business & Industry)
- womenforhire.com
- Other - Academic or Professional Publication
- Other - Agency or Search Firm Referral
- Other - Diversity Association/Publication Website
- Other - Conference or Career Fair
- Other - Local Newspaper
- Other - Internet Site Not Listed Above
- Other - Professional Affiliation/Trade Website

2. * If your answer to the above question is "Other", please specify the source below. If this questions does not apply, please enter "N/A". (Open Ended Question)