

Associate Director of the Office for Mission and Ministry Brothers of the Christian Schools District of Eastern North America

Position Description:

The Office for Mission and Ministry (OMM) for the District of Eastern North America (DENA) is comprised of an Executive Director, Associate Executive Director and an Associate Director. The OMM serves to help support, animate, and facilitate the Lasallian mission for the diverse educational ministries of DENA. The OMM specifically exists to:

- insure the vitality of and fidelity to the Lasallian mission for the benefit of present and future generations of young people.
- support, assist, and accompany ministries and individuals in their efforts to deepen their knowledge, pedagogy, spirituality, and expressions of association, of and within the Lasallian charism
- support, assist, and accompany ministries and individuals in their evangelization, social justice, and advocacy efforts
- support and develop formation programs and activities that enhance and highlight the individual ministries and their associations within the broader Lasallian mission

The Associate Director works under the guidance and direction of the Executive Director. Primary areas of responsibility are in Lasallian Association, Formation, and Young Lasallians. Additionally, the successful candidate will actively advance the Lasallian Catholic Mission throughout DENA as well support the efforts of the Executive and Associate Executive Directors and other District leaders to do the same.

Qualifications:

A. Required

- Undergraduate degree in a relevant field with a minimum of three years professional educational experience
- Person of faith and zeal, personally and professionally able to support and promote the Lasallian Mission of the District of Eastern North America
- Ability to travel frequently to fulfill position responsibilities
- Ability to collaborate with a team and interact extensively with Lasallians across DENA
- Possesses strong communication skills
- Possess strong interpersonal skills
- Possess strong organizational skills
- Possess strong presentation skills

B. Strongly Preferred

- Roman Catholic
- Experience in a Lasallian educational institution
- Willingness and desire to deepen personal formation in Lasallian heritage, pedagogy, and spirituality

C. Preferred

- Experience in developing and presenting professional development/formation programs
- Understanding of best and next practices in the application of Lasallian Mission and values in educational ministry settings
- Current enrollment in or graduation from a major Lasallian formation program

Primary Responsibilities:

- Responsible for OMM Association and Formation efforts
- Responsible for implementation of the District Strategic Plan in the area of Association
- Responsible for implementation of the Directional Statement (2015) on *Living the Charism in Association for Mission* and related action items
- Visits DENA ministries with focus on promoting Association and offering workshops as requested by ministries
- Responsible for programming and accompaniment of Lasallian Youth and Young Lasallian Professionals
- Liaisons with and supports grassroots Associative groups
- Organizes and conducts DENA workshops related to primary responsibilities
- Responsible for development and implementation of Lasallian education and formation materials and programs in support of primary responsibilities
- Accompanies Lasallians in Regional and District programs as appropriate to primary responsibilities

The Associate Director performs all other duties assigned by the Executive Director or Brother Visitor which are consistent with the responsibilities as outlined in the full position description.

General Information:

- Salary and benefits commensurate with experience, qualifications, and position responsibilities
- Preference is relocation to the area of the DENA Office in Eatontown, NJ
- Preferred start is July 2020

Please submit resume and references to Mr. Alan Weyland at weyland@fscdena.org no later than Friday February 21, 2020. Rolling interviews for selected candidates will be scheduled until the position is filled.