



VACANCY

St. John's College



Applications are invited to fill the following full-time position:

1) Chief Mission and Identity Officer

Job Description:

The chief mission and identity officer (CMO) has special care for the development of the school's Catholic, Jesuit mission and identity, in coordination with the president and divisional administrators, and reporting to the president. The key dimensions of the position are pastoral care and formation of the SJC community, as well as the administrative leadership to support that ministry. The position is a new one at SJC and continues to evolve as St. John's College continues to adapt and deepen in its commitments as a Jesuit, Catholic educational institution. It is also a position with parallel in Belize. As such, it is understood that the CMO will require accompaniment, mentorship, and formation in transitioning into the position.

Qualifications and Experience:

- Minimum of a Master's Degree in Theology, or equivalent education and experience
- At least 5 years work experience at a Jesuit or Catholic secondary or tertiary education institution
- Knowledge of and personal experience with Catholic and Jesuit traditions, with preference for experiences of the Spiritual Exercises
- Experience coordinating or directing faculty development programs, faith development and/or ministry programs.

Key Roles:

- Develop and implement St. John's College's strategic plan for Mission and Identity and assess its outcomes.
- Initiate the academic, co-curricular, professional and spiritual formation of the SJC community, including trustees, administrators, faculty, staff, and alumni, to deepen their understanding of the college's Catholic and Jesuit Identity, educational mission, and their vocation within it.
- Supervise campus ministry for all divisions of the school, ensuring the pastoral care and formation of students of the University, Junior College and High School.
- Coordinate, in consultation with the president, with SJC's Jesuit and Catholic partners to support the Catholic, Jesuit mission and identity of the school, including the Belize Jesuit Community, Jesuits of the UCS Province, AJCU, JSN, and the Diocese of Belize City-Belmopan.
- Develop and lead mission and identity dimensions of New Employee Orientation programs.
- Prepare quarterly Mission and Identity reports for the President and Mission & Identity Committee of the Board of Trustees.
- Lead mission and identity office, including preparing its budget.

Successful applicants will be expected to participate in orientation programmes and in SJC's continuous formation in accordance with the mission and goals of the college and the Catholic, Jesuit education.

Remuneration: In accordance with the college's pay scale.

Applications are due **Friday, April 5, 2024**

Applications are available at the Office of the President or online at www.sjc.edu.bz.

Send or deliver completed application form along with cover letter, official sealed transcript, certified copy of highest degree, medical & drug test, police record, two recent references, certified copy of birth certificate or passport page, and certified copy of social security card to:

**Human Resources
St. John's College
P.O. Box 548
Belize City, Belize C.A.
E-mail: hr@sjc.edu.bz**