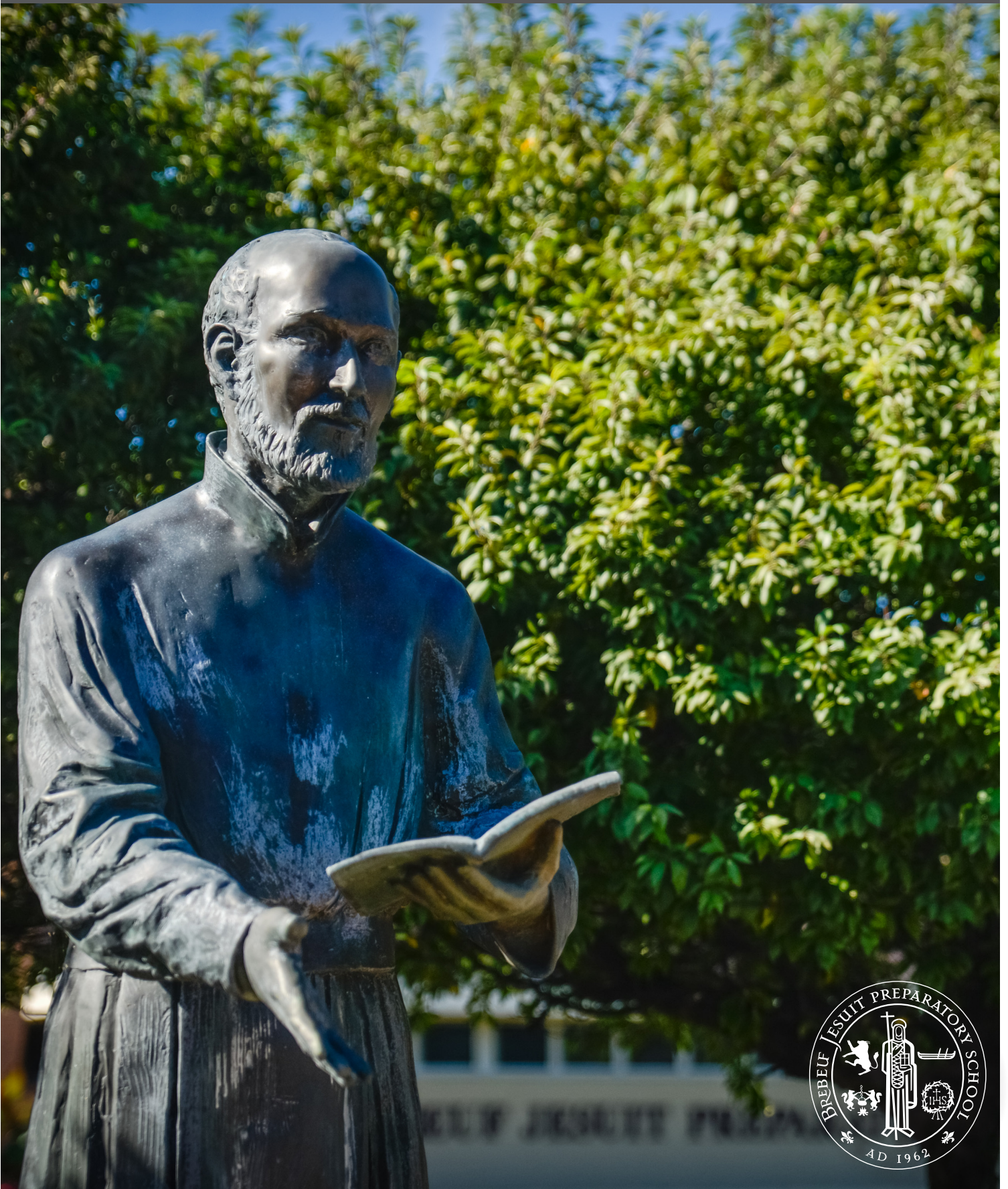


Employment Opportunity • Brebeuf Jesuit Preparatory School, Indianapolis, IN





## Employment Opportunity - Assistant Director of Campus Ministry

Brebeuf Jesuit Preparatory School, a 9-12 Catholic Jesuit school that provides an outstanding college preparatory education in the Jesuit tradition seeks an Assistant Director of Campus Ministry focused on ensuring that the department is always working toward the achievement of the department's purpose while continuing to mold students into *men and women for others*.

This position reports to the Director of Campus Ministry.

**Brebeuf Jesuit actively seeks to increase the diversity of its faculty and develop an inclusive community, therefore underrepresented candidates are encouraged to apply.**

### RESPONSIBILITIES

**The Assistant Director of Campus Ministry is responsible for helping the Department of Campus Ministry fulfill its purpose.**

- The purpose of the Department of Campus Ministry at Brebeuf Jesuit is to:
- Give living witness to the Gospel and the mission and core values of Brebeuf Jesuit, making the Gospel and our mission and values attractive to all in the Brebeuf Jesuit Community and to those whom our community encounters.
- Be present and available to the student body at Brebeuf Jesuit as our students explore questions of faith, confront the struggles of teenage life, and celebrate and savor their experiences of success and growth -- listening more than giving advice or counsel and being prepared to direct students to other professionals when appropriate.
- Training and coaching the students responsible for offering the morning prayer and daily examen, meeting regularly with student leaders to ensure the prayers and examens offered draw attention to important religious holidays and community initiatives and reflect Brebeuf Jesuit's mission and core values.
- Support the immediate spiritual needs of the community as they arise and as called upon by the school's leadership team and administration.
- Scheduling, planning, preparing, executing, and evaluating the program of retreats.
- Scheduling, planning, preparing, executing, and evaluating other appropriate spiritual and faith formation initiatives throughout the year and seasonally.
- Supporting the preparation and execution of school liturgies under the direction of school leadership.

**To accomplish this purpose, the members of the Department of Campus Ministry will need to:**

- Have an integrated and shared sense of the objectives of the program of retreats. Each member of the campus ministry team should be able to articulate this shared sense of objectives. The movements of the Spiritual Exercises of St. Ignatius of Loyola should undergird the program of retreats at Brebeuf Jesuit. The various retreats should also be relevant to what students are experiencing intellectually in the Department of Religious Studies and actively through the efforts of the Department of Community Service.

**Some areas of focus for retreats for each of the four classes include the following:**

#### **Freshmen**

- » Building community - making friends and connections and growing in the ability to thrive in a culture that celebrates diversity
- » Thinking about existence and the Reason for all that exists -- i.e., God.
- » Beginning to understand and appreciate the Examen

*We currently offer a day-long retreat for the whole class in the fall semester.*

#### **Sophomores**

- » Gaining skills in prayer and reflection
- » Noticing change and growth in oneself and others
- » Preparing for leadership

*We currently offer a two day overnight retreat four times a year, 2 retreats fall semester and 2 retreats spring semester.*

#### **Juniors**

- » Coming to know more deeply or to know for the first time oneself as one who is loved
- » Dreaming about possibilities
- » Hearing a call to offer leadership and service in each one's unique and particular ways

*We currently offer the Kairos retreats four times a year, 2 retreats for juniors and 2 retreats for seniors. There is a desire to move Kairos into a Junior retreat only in the future.*

#### **Seniors**

- » Gaining new skills for discernment and decision making
- » Confronting the cost of following one's dreams
- » Celebrating and savoring the graces of the Brebeuf Jesuit experience

*Besides the 2 Kairos retreats designated for seniors, we currently offer 2 Senior Road Trip retreats, one in the fall semester and one in the spring semester.*

- Participate in the conversations of the Student Faith Formation Leadership Group, which includes the Vice President for Mission and Identity, the Department Chair of Religious Studies Department, the Director of Campus Ministry, and the Director of the Department of Community Service.
- Order supplies and equipment and store these in an orderly manner.
- Prepare and manage a department budget.

## QUALIFICATIONS

- Qualified candidates will be practicing Catholics who have a deep and integrated understanding and love for the Church. They will have a lively and growing relationship with God and an appreciation for and at least some grasp of an Ignatian approach to spirituality.
- They will be eager to grow in their application of Ignatian principles as they gently and wisely accompany others who are engaging in faith and a relationship with God, some at the very beginning of that encounter and others long into the journey.
- Qualified candidates should have the capacity to fruitfully accompany those of other faiths and religious traditions, as well as those who express no faith or follow no particular tradition.
- It will be important for the Assistant Director of Campus Ministry to have the skills related to accessing the spiritual needs and capacity of the school community as the department responds to immediate issues and executes its planned efforts and initiatives.
- The Assistant Director of Campus Ministry should be able to effectively lead public prayer and assist in the planning of Masses and other liturgies and prayer services.
- Leadership skills, especially those related to communications, planning, sharing leadership, evaluation, and follow through are required.
- Experience developing age and ability level appropriate retreat experiences for high school students is important. Experience in grounding these retreats in Ignatian spirituality would be helpful, as would experience working in a multi-faith context.
- It is expected that the Assistant Director of Campus ministry will have an undergraduate or graduate degree in theology or ministry or equivalent knowledge gained through relevant practical experience or formal training.
- Experience with Ignatian spirituality and an ability to lead others in engaging with God and the world in this way will be valued.

## Fast Facts

*Enrollment: 841*

*Faculty: 131*

*Student/Teacher Ratio: 12:1*

*Student Diversity: 33%*

*Only Jesuit secondary school in Indiana*

*35% of students receive financial aid and scholarships*

### **Geography**

Indianapolis, known as the “Crossroads of America,” is the largest city and capital of Indiana. A big city with a small town feel, Indianapolis, or Indy, is home to an impressive arts scene, superb sustainable food and agricultural movement, and an array of sporting events, including the Indy 500. The healthcare industry and growing technology sector are driving the city’s economic growth.



## OUR SCHOOL

Brebeuf Jesuit Preparatory School provides an outstanding college preparatory education in the Jesuit tradition. Brebeuf Jesuit students find excellent teachers, challenging coursework, and a rigorous curriculum. Students learn in an atmosphere that expects and celebrates academic achievement. They will be well-prepared for the demands of college and beyond.

## MISSION STATEMENT

Brebeuf Jesuit, a Catholic and Jesuit school, provides an excellent college preparatory education for a lifetime of service by forming leaders who are intellectually competent, open to growth, loving, religious and committed to promoting justice. Fostering a culture of understanding and dialogue, Brebeuf Jesuit seeks and welcomes students from diverse religious, ethnic and socio-economic backgrounds. Students at Brebeuf Jesuit are called to discover and cultivate the fullness of their God-given talents as a responsibility and as an act of worship.

## BREBEUF JESUIT EQUITY AND INCLUSION STATEMENT

The mission of the Brebeuf Jesuit Equity and Inclusion Program is to support, empower, and build relationships with students from all backgrounds. In pursuit of this goal, a diverse student body becomes part of the educational experience, better preparing students to work in an increasingly multicultural world, one in which local, national and international tensions are often grounded in cultural, religious or linguistic differences. Equity and Inclusion at Brebeuf Jesuit is about more than just demographics; it's about being a place where all are welcomed and affirmed as reflections of the God who is in all things.

## CORE VALUES

### Education of the Whole Person

Brebeuf Jesuit fosters the intellectual, spiritual, physical, emotional and social development of every student. Each student is challenged and inspired to strive for academic excellence, to engage wholeheartedly in co-curricular activities, to develop confidence in leadership abilities and to discover God's presence in everyday life. As students grow in each of these areas, they become more able to share their unique gifts as *men and women for others*.

### A Caring and Diverse Community

Brebeuf Jesuit believes that the authentic development of each student unfolds within a safe and supportive environment. Rooted in the Catholic tradition and guided by its Jesuit heritage, the Brebeuf community embraces the fullness and diversity of creation, accepts and respects all people, and encourages genuine interreligious and intercultural dialogue. Brebeuf Jesuit's ultimate goal is that every student will journey through life with the confident assurance of a personal friendship with a loving God.

### The Greater Glory of God

Through intellectual pursuit, prayerful discernment and generous service, Brebeuf Jesuit strives to give students the foundation, the skills and the will to make the world more just, humane and loving. All are called to a holy boldness – to do all things for the greater glory of God.



## Learning at Brebeuf Jesuit

### A BREBEUF JESUIT EDUCATION

Students learn in an atmosphere that expects and celebrates academic achievement. They will be well-prepared for the demands of college and beyond.

A Jesuit education is aimed at the development of the whole person, where students are led to understand their intellectual and other talents as gifts to be developed for the service of others and of God. Students are asked to continually reflect upon their experiences, both inside and outside of the classroom. It is expected that what they have learned will make a real difference in their lives. Topics of all kinds are approached from a global, current perspective, which challenges students to consider how they will commit themselves to the service of others.

### GRADUATES AT GRADUATION

At Brebeuf, students become Graduates at Graduation who are: Open to Growth, Intellectually Competent, Loving, Religious and Committed to Doing Justice.



## How to Apply

Interested candidates should be prepared to submit the following materials confidentially:

- A cover letter detailing their qualifications for the position and their interest in this specific role at Brebeuf Jesuit
- A separate statement of educational philosophy
- A current resume
- A list of professional references with current institutional affiliations, titles and contact information

**Please visit <https://brebeuf.org/about/employment/> to access the application.**

