



Our Identity

Magnificat High School, a girls' Catholic college-preparatory high school founded and sponsored by the Sisters of the Humility of Mary, calls young women to live Mary's *Magnificat* in the world.

Our Mission

We educate young women holistically to learn, lead, and serve in the spirit of Mary's *Magnificat*.

Position Opening: Campus Minister position starting August 2, 2021

This role exists to support and implement the Mission of Magnificat High School. The Campus Minister supports the faith formation and spiritual needs of students through pastoral ministry and the four dimensions of Campus Ministry programming: Prayer and Liturgical Life, Retreats, Service, and Social Justice.

Reports to: Director of Campus Ministry

Classification: Exempt, Full Time, 44 weeks per year - work extends before and after regular school year

Position Summary:

Mission:

- Performs position duties and acts in a manner consistent with the mission and teachings of the Catholic Church, the Mission and Heritage of the Sisters of the Humility of Mary, and the Mission, Values, and beliefs of Magnificat High School.
- Works to build a respectful, inclusive, and collaborative community with students, colleagues, parents, and others.
- Respects the racial, ethnic, religious, and socio-economic diversity of all students and faculty and staff.
- Collaborates with all community members to develop and support programming in alignment with the school Mission, values, and goals.

Major Responsibilities:

Prayer and Liturgical Life focus

- Develops, sustains, and leads meaningful prayer & liturgical opportunities for students, faculty and staff, alumnae and friends, including school-wide Masses & prayer services.
- Accompanies and mentors students in their spiritual development
- Trains and prepares student ministers to design and lead various prayer/liturgical experiences.
- Provides on-site supervision and support of students involved in prayer/liturgical events and/or organizes other adults for this purpose.
- Communicates with students, faculty and staff, administrators, and parents about prayer/liturgical events.

Retreat focus:

- Develops, coordinates, and leads retreats for students, including class retreats for 9th and 10th graders, and Nature, Kairos, Art, and Wellness retreats for 11th and 12th graders
- Prepares and mentors students and adults for leadership roles in the retreat program.
- Assists in developing, planning, sustaining, and leading the Immersion Retreat program.
- Communicates with students, faculty and staff, administrators, and parents about retreat programs.

Service focus:

- Plans and coordinates meaningful relationship-based service opportunities that engage and involve students in relationship-based programs.
- Prepares and mentors students and adults for their roles in the service program.
- Prepares, schedules, and facilitates reflection sessions for students participating in service opportunities.
- Serves as liaison between Magnificat and the service sites and social outreach agencies with whom Magnificat collaborates.
- Communicates with students, faculty and staff, administration, parents, and outside agencies about service opportunities.

Social Justice focus:

- Promotes education and coordinates initiatives about social justice issues through the lens of Catholic Social Teaching
- Moderates and/or assists with Campus Ministry co-curriculars
- Serves as a representative of Magnificat High School on the Diocesan-wide initiative *Catholic Schools for Peace and Justice*.
- Assists in developing, sustaining, and leading the Advent and Lenten school-wide educational and outreach projects.
- Communicates with students, faculty and staff, administration, parents, and outside agencies about social justice opportunities.

Performs other duties as requested by the Director of Campus Ministry and Vice President of Mission.

Other Expectations:

- Responds appropriately and within one working day to communication from parents, students, administration, and colleagues.
- Models lifelong learning by participating in professional growth activities and demonstrates use of current best practices in student engagement strategies.
- Develops cultural competency through increased awareness of one's own identity, culture, and biases.
- Practices standards of professional etiquette in language, attire, and attention in all professional activities.

Position qualifications:

Education and other requirements:

- B.A. in Theology, Religious Studies, Pastoral Ministry, or related fields.
- Must be a practicing Catholic who witnesses to the Catholic faith and models Catholic values.

Work Experience:

- Experience in campus ministry, volunteer ministry, Catholic institution/organization, or social services field.

Skills and Competencies:

- Superior interpersonal and organizational skills.
- Strong presentation skills.
- Ability and commitment to working collaboratively as a member of the Magnificat community.
- Understands student learning and development with a focus on high school age students.
- Pastoral approach to ministry with adolescent girls.
- Ability to relate Catholic Teaching to the various dimensions of the Campus Ministry programs.
- Ability to relate women's ways of knowing, leading, serving and praying to the various dimensions of the campus ministry programs..
- Strong belief and skill in mentorship and leadership development.
- High proficiency with Microsoft Office, Google programs, and Zoom.
- Must be a self-starter and highly motivated.
- Ability to receive directives and work on multiple projects at one time.
- Effective, independent thinker with strong problem solving, organizational, and time management skills.
- Superior interpersonal and organizational skills.
- Exceptional written and verbal communication skills.
- Proven leadership skills and experience.
- Must be open to growth and flexible.

Qualities:

- Strong belief in, and respect for, the Mission of Magnificat High School and the School's values: Lifelong Learning, Collaboration, Compassion, Respect, Commitment, and Faith-Filled Life.
- Must actively support the school Mission and belief statements in relationships with students, parents, faculty, staff, and visitors.
- Commitment to holistic education of young women.

To Apply:

Submit cover letter and resume:

Kerry Capka

Vice President of Operations

careers@maghs.org

Magnificat High School

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Rocky River, OH 44116

As an equal opportunity employer: Magnificat High School is committed to a diverse workforce. In order to ensure reasonable accommodation for individuals protected under Title 1 of the Americans with Disabilities Act of 1990 (as amended) applicants that require accommodation with the application process may contact the Director of Human Resources.