**Pastoral Associate for Service Programs**

*Regis High School is a Catholic, Jesuit, college preparatory school for approximately 530 academically gifted and talented young men. Located in New York City and founded in 1914, Regis is the only Jesuit, full-scholarship high school in the country. Regis is committed to both academic excellence and fostering a spirit of generosity and service to those in need. Regis seeks to inspire and educate the ethnically diverse young men in its care to become imaginative Catholic leaders committed to promoting justice and exerting leadership in the Church, in their civic community, and in their future chosen profession.*

**Position Description:**

The Pastoral Associate for Service Programs is a campus minister attentive to spiritual formation of students with a focus on overseeing Christian service programs for all grade levels. She/he reports to the Director of Mission and Identity, collaborates closely with the Director of Campus Ministry, the Office of Student Life, and moderators of service activities/clubs, and engages colleagues, families, and partner organizations.

Responsibilities include:

* Ensuring that Regis students have meaningful, developmentally appropropriate service experiences accompanied by opportunities for reflection, with particular attention given to overseeing the Senior Christian Service Program and Social Justice Seminars;
* Building and maintaining relationships with local, national and international organizations that provide Regis students with opportunities for service and immersions that contribute to the common good of these overlapping communities;
* Facilitating liturgical worship and sacramental opportunities for the school community; coordinates school liturgies for special events, calls upon members of the Regis community to help conduct these liturgies, and makes necessary arrangements with St. Ignatius Loyola Church for liturgies that are celebrated there;
* Contributing to the diversity of student retreat offerings;
* Teaching one senior theology elective;
* Participating in ongoing professional development, the customary conferences with students and parents, service on committees, attendance at events listed in the school’s Employee Handbook under “Faculty Staff Participation in Key Events,” attendance at faculty meetings, and participation in other such professional incidental services, in the judgment of the Principal, as the needs of the school require.

**Qualifications and Skills:**

* Passion, joy, flexibility, approachability, and a sense of humor;
* Enthusiastic practice of the Roman Catholic faith, with knowledge and experience in Ignatian Spirituality and Catholic Social Teaching;
* A commitment to our school’s initiatives towards greater Diversity, Equity & Inclusion as Gospel values and an enthusiasm for nurturing the spiritual lives and religious practices of the entire student body;
* Bachelor’s Degree in a related field (Theology, Pastoral Studies, Education, Social Sciences), along with a desire to partake of further formation as an Ignatian educator;
* Experience in coordinating service projects and providing student faith-formation in educational and/or pastoral settings;
* Outstanding written and verbal communication skills that reach all age groups and constituencies within our school community and partner organizations;
* A willingness to occasionally work outside the normal school day and school year, including weekend events and summer immersions.

**To Apply:**

Send a resume, three professional references, and a compelling statement of interest to Ms. Silvia Gerber, Secretary to the Search Committee, [employment@regis.org](mailto:employment@regis.org). Applications received before **August 10** will be given preference. All faculty and staff are required to be fully vaccinated for COVID-19.

**Start Date:**

August 25, 2022

**Salary and Benefits:**

This is a 10-month exempt position with a competitive salary and generous benefits package commensurate with experience and qualifications.

**Regis’ Mission:**

Regis High School transforms Catholic young men through an academically exceptional Jesuit education in a caring community which inspires leadership, generosity and a lifelong passion for service as Men for Others. Regis is tuition free and merit based, giving special consideration to families in need of financial assistance.

*Regis is an EOE (Equal Opportunity Employer)*