JOB OPENING FOR 2022-2023
Full-time Director of Campus Ministry

Georgetown Visitation Preparatory School invites applications for a full-time position as a the Director of Campus Ministry for the 2022-2023 academic year. Located in Washington, DC, and founded in 1799, Georgetown Visitation Preparatory School educates young women in grades 9 – 12 in a faith-centered community focused on educational excellence and rooted in the Roman Catholic faith and Salesian tradition.

Successful candidates will demonstrate an understanding of and enthusiasm for secondary, girls’ education and for Catholic education, actively supporting the charism of the school. Must have experience designing and implementing all liturgical celebrations, including school masses, prayer services, including faculty prayer services. Will design, implement, and lead the Live Jesu (Kairos) retreat program for Juniors and Seniors. Will provide on-going support and pastoral presence to faculty, staff, students, and parents. Will provide support for the Religion Department including coordination with the department in scheduling, staffing, and supervising spiritual life activities. Collaborates with the Director of Christian Service in providing students and faculty with a well-rounded and thoughtful program that emphasizes the message of the Gospel and translates learning in the religion classroom into a targeted experience. Collaborates with the Director of Salesian Spirituality to design and implement a program that celebrates the Salesian heritage and charism of the School. Collaborates with the Financial Aid Supplement Fund Coordinator to assist students in financing departmental activities. Oversees the budget for the Campus Ministry office and serves on the Administrative Council. A Bachelor’s degree in theology, religious education, or a related field is required; Master’s Degree is preferred with a minimum of five years of relevant experience in Catholic schools required. Good organizational skills, good written and oral communication skills, proficient in internet, database, and word-processing programs required.

Georgetown Visitation Preparatory School provides equal employment opportunities (EEO) to all employees and applicants without regard to their age, color, disability status, national or ethnic origin, race, religion, sex, veteran status, or any other class protected by state or federal law. As a Catholic school, Georgetown Visitation Preparatory School reserves the right to use religion as a hiring criterion for selected positions, as permitted by law. Employment offers are contingent on the satisfactory outcome of a standard background screening.

Proof of vaccination is required for this position.

To apply, please click this link and fully complete the application, upload a resume, and upload a cover letter.

https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=21178&clientkey=A2E5994529D0170B0FBB86510DA31228