



Director of Campus Ministry

About St. Thomas Aquinas High School | Mission

St. Thomas Aquinas High School is a caring community, transforming the lives of students through a rigorous Catholic education, guided by the light of the Gospel – developing their unique gifts, strengthening their personal faith and integrity, and fostering within them a commitment to justice, service, and moral leadership.

Job Overview

St. Thomas Aquinas High School in Dover, NH seeks a ***Director of Campus Ministry*** for the 2024-2025 school year. Reporting to the Principal, the Director of Campus Ministry, a dynamic leader, works directly with the students, faculty, staff, and administration on a daily basis to promote our Catholic Identity through a caring community while assisting all members develop and deepen in their faith, spirituality, service, and Gospel call to justice. The Director is responsible for creating and sustaining all opportunities for faith and spiritual formation and an understanding of the importance of servant leadership in our world today. As the primary leader assisting all members of the community to live our call through our mission and identity, the Director also promotes this ideal by establishing an inclusive environment for those contemplating their faith as well as those of different faith backgrounds. The Director would also teach 1 Theology class each semester. This is a 10 month (August - June), staff position, with occasional commitments outside of normal working hours.

Primary Responsibilities

The Director of Campus Ministry oversees the ongoing development and implementation of a comprehensive program, which includes liturgical, prayer, S/sacramental, service, retreat, formation, community building, and faith sharing opportunities for all members of the community. The Director will:

- Coordinate all school, class, and special Liturgy and Prayer Services during the year.
- Create and hold opportunities for S/sacramental Life, in conjunction with the School Chaplain
- Coordinate the Pastoral Life via daily school-wide prayer over the PA, provide spiritual counseling and direction for community members.

- Coordinate and help facilitate the retreat program for students and other members of the community.
- Coordinate, organize, and develop the Community Service Program.
- Coordinate and develop the Service Immersion / Mission Trip Programs
- Plan and coordinate Community Formation programs for the community of adults.
- Develop and teach a ministry-based educational offering for students during the WinterTerm period.
- Determine and coordinate the Charitable Giving and Dress Down Days
- Advise the Campus Ministry Student Advisory Committee (CMSAC)
- Other duties as assigned by the Principal.

Essential Community Partnerships

The Director of Campus Ministry will develop collegial and strategic partnerships with school community groups in order to carry out the mission of the program. The Director will:

- Partner with the Theology Department, Director of Student Life, Community, and Culture, the Chaplain, and the Administrative Team to develop and promote programming that helps all community members explore, reflect, and share their relationship with God, self, and others.
- Cultivate relationships with faculty and staff and encourage their participation in Campus Ministry programs while providing training and support to ensure positive experiences for students and faculty/staff leaders.
- Build strong relationships with students and families to promote programs and encourage participation in optional Campus Ministry programs.
- Create and foster a culture of innovation and opportunity as it relates to ministry and the engagement of students in campus ministry programming.
- Partner with off campus offices to create opportunities for community members to foster faith while supporting our mission.
- Serves as a liaison with the parishes and priests in our surrounding communities.

Abilities

The ideal candidate will be able to:

- Integrate aspects of the school's mission and Catholic Identity into the life of the school and its activities in collaboration with other offices.
- Utilizing Catholic Social Teaching, develop programming and activities that seek to respect the dignity of all people and support the needs of those around us.
- Recognize and incorporate the rich diversity of the students on campus and their unique God-given talents.
- Enhance school culture and climate through a variety of activities to highlight the cultures, backgrounds, and experiences of the students and our community.

- Collaborate with a variety of areas of school life to foster a sense of community and belonging on campus and within the activities of the community. Promote initiatives that also foster a sense of multiculturalism of those individuals who make up our school community and society beyond.
- Displays a welcoming personality and good sense of humor through the joys and challenges of the work.
- Demonstrates a solution-oriented mindset to solve problems and take initiative.
- Attend events, programs, and games, etc, outside of normal working hours as possible.
- Participate in occasional night, weekend, and vacation programming.

Skills

- Displays a strategic mindset for innovation, planning, and coordinating of all programs using a team-based approach.
- Demonstrated degree of comfort with advanced technology and social media platforms, including database programs and the Google Suite.
- Demonstrate excellent oral and written communication skills required.
- Display excellent time management and organizational skills while adhering to details and deadlines.
- Displays a high level of motivation to complete projects/tasks.

Experience and Education

- Demonstrated leadership and commitment to Catholic education.
- Demonstrated experience as a campus minister in a school setting.
- Demonstrated leadership experience in campus ministry and/or campus ministry programming preferred.
- Master's Degree Pastoral Ministry, Theology, or Youth Ministry preferred; BA required.

Each teacher/staff who accepts a position at St. Thomas Aquinas High School commits to recognizing the unique character of Catholic education, to support its mission, and to educate the whole student where they are at as a learner and individual.

Please submit a cover letter, resume, academic transcripts, NH Certification, and contact information for professional references (including a current supervisor) to Stephanie Bolduc, Manager of Administrative Services, sbolduc@stalux.org. Candidates selected for an interview will also be required to fill out a Diocesan Teacher Application.

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