

Saint Michael's College



Saint Michael's College - Assistant Director of Edmundite Campus Ministry for Community Services (MOVE)
Thank you for considering Saint Michael's College in your search.

About Saint Michael's College:

Saint Michael's College delivers a compelling, world-class education in a beautiful Vermont setting. Our connected community allows students to form close relationships with each other and accomplished faculty and staff members, providing an ideal learning environment where they have the space and support to challenge themselves and their peers. As a fully residential college located minutes from Burlington, one of the country's top-rated college towns, Saint Michael's offers an unparalleled mix of academic, spiritual, cultural, service and wilderness experiences. Saint Michael's is among the elite ranks of only 286 colleges and universities nationwide allowed to host a Phi Beta Kappa national honor society chapter on campus, one of only 20 national Catholic colleges, and one of four in New England. Saint Michael's College was ranked 3rd in Best Colleges in Vermont and No. 59 in the Best Catholic Colleges rankings by Niche, a popular college ranking website. Saint Michael's was also named 120th in Best Liberal Arts College and No. 136 in the Best Small Colleges. The College is included in the Princeton Review's Best 385 Colleges, earning a spot on the Green College Honor Roll for demonstrating a strong commitment to sustainability and on their list of Best Northeastern Colleges for its academic offerings, campus infrastructure, activities, and career preparation. Saint Michael's was also named in the 2018 The Princeton Review book "Colleges That Pay You Back: The 200 Schools That Give You the Best Bang for Your Tuition Buck." Surrounded by the beautiful Green Mountains and Lake Champlain, and only 3.5 hours from Boston and 1.5 hours from Montreal, the area offers abundant recreational and cultural opportunities. To learn more visit smcvt.edu.

Category: Staff   
 Department: Edmundite
 Campus Ministry
 Locations: Colchester, VT
 Posted: Jun 14, 2021
 Closes: Open Until Filled
 Type: Full-time
 Position ID: 131737



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Job Description:

Saint Michael's College is seeking an Assistant Director of Edmundite Campus Ministry for Community Services (Mobilization of Volunteer Efforts – MOVE) to assist in the development and implementation of our comprehensive Community Service program. MOVE is dedicated to providing our students, staff and faculty with a wide range of local, national, and international community service opportunities as they reflect Catholic Social Teaching. Foundational to MOVE's practice is community service/engagement, social justice education, spiritual formation, and student leadership development. The Assistant Director will act as a liaison with various national and international affiliations to identify, promote, and arrange community service programs. The ideal candidate must demonstrate an ability to respond with flexibility and creativity to changing needs of student leaders, the campus and local community, and community service partners. Position requires weekend and evening work, and some extended travel.

Benefits include health, dental, vision, life, disability, 401(k), generous paid time off, employee and dependent tuition benefits, and discounted gym membership.

All offers of employment are contingent upon a successful completion of a background check.

For full job description please [click here](#).

Requirements:

- A Bachelors' degree required
- A Master's of Theology (MA/M.Div.) or advanced degree or equivalent combination of education and experience preferred
- Experience with undergraduate student development, leadership development, and higher education culture required
- Previous work in community service organizations as a volunteer and/or staff member required
- Familiarity with and commitment to Social Justice Education required
- Understanding, working knowledge, and/or willingness to learn more/grow in understanding of Catholic tradition in relation to service and justice required

- Flexibility to work irregular hours such as nights and weekends required
- Availability for and experience with overnight domestic and possible international travel for up to 2-3 weeks required
- Driver's license - must be able to successfully pass driving record check. For criteria please see the [Driver Acceptability Matrix](#)

An offer of employment will be contingent upon the successful completion of a background check.

Additional Information:

Saint Michael's College, inspired by our Edmundite Catholic mission, is committed to diversity and inclusion across our campus community. We are committed to attracting and supporting faculty and staff that fully represent the racial, ethnic, religious, and cultural diversity of the nation, and we actively seek applications from underrepresented groups.

Saint Michael's College is committed to a policy of equal employment opportunity, in compliance with applicable provisions of state and federal law that prohibit discrimination in employment on the basis of race, color, sex, gender identity, age, ancestry, national origin, place of birth, religion, sexual orientation, veteran or military service status, HIV-positive test result status, genetic information, disability, or any other legally protected characteristic, as such characteristics and prohibitions are defined by applicable law. The College will not rely inappropriately on such characteristics, or upon related stereotypes or biases, in making employment-related decisions. Also, unless doing so would result in an undue hardship or otherwise would not be required by applicable law, the College will make reasonable accommodations for qualified individuals with known disabilities, as well as any employee who is limited in her ability to perform the functions of her job because of pregnancy, childbirth or a medical condition related to pregnancy or childbirth.

Application Instructions:

Please be prepared to attach the following documents after clicking on Apply Now button.

- Resume
- Cover Letter

Review of applications will begin the week of June 14 and continue until the position has been filled.

No phone calls, emails or walk-ins please.