

## **Position for Spiritual Director of Metro NY Christian Life Community**

This is a part-time position which reports to the Board of Metro NY Christian Life Community (CLC). The person in this position will be responsible for advertising, establishing, organizing, scheduling, and attending meetings of possible new members of CLC in the Metro NY area. The ideal candidate will have superior communications/ interpersonal abilities, promotional skills, and resourcefulness in finding interested people who want to start new small CLC communities within the New York Metro area. Knowledge of Ignatian spirituality, the Spiritual Exercises of St. Ignatius, and the mission of the Jesuits and of CLC is required.

### **Duties**

- Recruit new members and form them into a CLC community
- Advertise and promote events through online portals, church bulletins, local newspapers, flyers, etc.
- Set up meeting space, ensuring that attendees have their needs met
- Attend the Metro NY CLC official meetings (Executive Council, Leadership Meetings and Days of Prayers)
- Will be expected to commit 20-25 hrs/week

### **Qualifications / Experience**

- Bachelor's degree or equivalent experience.
- Understanding and experience of Ignatian Spirituality
- A retreat or some other experiences of Ignatian Spirituality. Some knowledge of CLC (At least a willingness to learn what CLC is about)
- Excellent interpersonal, social, and oral/written communication skills.
- Ability to form new small groups and guide them in prayer.
- Computer skills including Microsoft Office, email communications, and database software.
- Willingness to travel as needed and flexibility with evening and weekend events.
- Owns a car
- Ability to speak Spanish a plus.

To Apply: Send your resume and a cover letter detailing your interest and qualifications to Terri Mierswa (t\_mierswa@yahoo.com). Applications will be received until June 30, 2017.

For more information on CLC please refer to CLC Website: [www.cvx-clc.net](http://www.cvx-clc.net) (World CLC) and [www.clc-usa.org](http://www.clc-usa.org) (CLC U.S.A.)