



JOB POSTING – EXECUTIVE DIRECTOR

The Jesuit Forum for Social Faith and Justice is seeking an Executive Director. The successful candidate will be an experienced professional with proven leadership skills who will lead all aspects of running this small but growing organization. This includes planning, coordinating and carrying out programs, outreach, administration and fundraising. The Executive Director reports to the Board of Trustees and to the Provincial of the Jesuits of Canada. The following is a list of the main responsibilities:

- Create and ensure high quality execution of all programs
- Manage staff and work with the Board of Trustees and Jesuit Province leadership; attend all meetings of the Board of Trustees and Jesuit Province and Conference meetings as required
- Foster and sustain relationships with the Board, with other Jesuit apostolates and groups, with faith and justice networks, etc. and collaborate with Centre justice et foi in Montreal and Canadian Jesuits International in Toronto
- Engage in the concept development and writing of dialogue guides and other publications
- Plan and lead (or delegate) Forums (dialogue circles) in Toronto and across Canada
- Design and lead fundraising initiatives and maintain good relationships with donors
- Lead the process for strategic planning; collaborate with staff on developing and implementing the work plan
- Ensure excellent administration of the organization including the motivation and alignment of the team
- Ensure all regulatory reporting and filing obligations are met

QUALIFICATIONS

- 5+ years of relevant leadership experience working in a collaborative, collegial environment; demonstration of effective team engagement and management
- Solid intellectual formation, with training and experience in theological reflection, applied ethics, and educational facilitation
- Strong commitment to social and ecological justice; familiarity with Catholic social teaching is an asset
- Thorough knowledge of global and local justice issues
- Experience working on issues related to right relationships with Indigenous peoples, decolonization, ecology, poverty and inequality an asset
- Strong social skills and the ability to work well with as well as lead teams
- Ability to identify and grow as well as maintain existing networks
- Excellent organizational and communication skills
- Demonstrated experience in writing and editing publications for a broad audience
- Ability to work creatively and independently
- Fluency in English and French
- Availability to travel, mostly within Canada

**We offer a pleasant work environment.
Salary range \$75-85,000 plus benefits.**

APPLICATION DETAILS

Please apply in writing by Monday, April 20, 2020.

**CV/resume and cover letter should be emailed to Kevin Kelly, SJ,
Chair of the Board of Trustees, at kkelly@jesuits.org**

**The Jesuit Forum is committed to diversity in its workplace and welcomes
applications from all qualified candidates.**

**We appreciate the interest of all applicants.
However, we will only contact those who are shortlisted.**

THANK YOU!

The Jesuit Forum for Social Faith and Justice is a small, non-profit organization, founded in 2007. It is an initiative of the Jesuits of Canada. Its goal is to contribute to building a more sustainable, and livable world by fostering global social, economic, and ecological justice.

The approach is to promote small group dialogue on what is going on in our world, starting from people's own experience. The hope is to build friendship and trust in order to achieve depth in listening and sharing. The expectation is that such dialogue will help to shift mindsets and produce the creative energy and engagement necessary for social change.

The Forum has published a number of dialogue guides that help groups discern the signs of the times and delve into the complex social and ecological justice issues we face on a global level. Currently, its main tool is a colourful dialogue guide to *Laudato Si'*, available in French and English. A new resource on justice and right relationships with Indigenous peoples will be published in the fall. The Forum is based in Toronto.