

JOB OFFER

Director – Social Action Office (Part-Time)

Under the authority and in support of the Archbishop, the Social Action Office (OPS) has the mission of coordinating ecclesial initiatives and services that have to do with the charitable and social dimensions of the faith and integral human development. He assists pastoral staff in their task "to encourage Christian commitment to bear witness to the Gospel in the social field, with a concern to serve".¹ It mobilizes the people of God around structuring projects that embody Christian charity and reflect the principles of the Church's social doctrine.

The director answers to the Vicar General or his delegate.

Duties and Responsibilities:

- To coordinate ecclesial initiatives and services that intervene with and with people in situations of poverty, exclusion or vulnerability in the territory of the diocese.
- To sensitize the People of God and pastoral workers to the social doctrine of the Church and its concrete applications, particularly for justice, peace and care for the common home (environment).
- To contribute to the initial and continuing formation of the baptized in this field.
- Administer the neighbourhood social pastoral program.
- Design and carry out projects; lead or participate in work teams; all from an ecumenical perspective and interreligious dialogue.
- Communicate with civil society partners on sensitive issues; and inform the ecclesial authorities concerned.
- Advise the Archbishop or the Vicar General coordinating pastoral care when developing positions or speeches.
- Represent and advocate with political authorities, civil society bodies and financial partners.
- To inform ecclesial authorities and about the services and resources available to people in situations of poverty, exclusion or vulnerability.
- In coordination with the communications department, intervene with the media to ensure a presence on social media.

Required qualifications:

- Undergraduate degree in theology (or related field).
- Significant ecclesial commitment and good knowledge of the Catholic Church, especially its social doctrine, with a marked interest in its works and activities in Quebec.
- Eligibility for a pastoral mandate according to the standards of the Assembly of Catholic Bishops of Quebec (*Le ministère d'agente et d'agent de pastorale laïque*, 2017).
- Ability to articulate faith in a secularized society and communicate it through a variety of media platforms.
- Desire and ability to reach out to the peripheries of society, to reach out to and listen to the excluded.
- Ability to analyze and think critically about social and ecclesial issues.
- Autonomy, initiative, creativity; leadership and the ability to inspire.
- Ability to work in a team and in an ecclesial structure.
- Fluent in French and English*.

¹ According to the *Compendium of the Social Doctrine of the Church* (2005), no. 525.

Working conditions:

- Part-time: 19.5h / week (3 days)
- Flexible schedule, availability in the evenings and occasionally on weekends
- Remote work possible
- Salary and benefits according to the standards established by the Roman Catholic Archiepiscopal Corporation of Montreal
- Travel within the territory of the Archdiocese of Montreal

Individuals interested in this position are requested to send their CV with a cover letter to Anastasia Charasidis, rh@diocesemontreal.org. Applications will be considered until the position is filled.

We thank you for your interest, however, only successful candidates will be contacted for interviews.

** The Archdiocese offers a French-language work environment to its employees in Quebec and has taken all reasonable steps to avoid imposing the following requirement: the degree of knowledge of English and proficiency in English at an advanced level. This is an essential requirement for this position to communicate with English-speaking Quebecers, English-speaking parishes and the rest of Canada.*