

Centre Oblat A Voice For Justice Une voix pour la justice

**OMI Lacombe Canada, Assumption and Notre Dame du Cap Provinces of the
Oblates of Mary Immaculate**

Are hiring for the position of

Executive Director of *Le Centre Oblat*

Part of the worldwide congregation of priests and brothers called The Missionary Oblates of Mary Immaculate, Oblates serve the poor in more than 60 countries on five continents. Lay people, as Oblate Associates, also participate in our ministries. Justice, peace and integrity of creation (JPIC) is at the heart of our vision. The four priority areas of work of the JPIC Ministry of the Canadian Oblates are: Justice for Indigenous Peoples, Mining and Human Rights, Ecology and Climate Change, and Systemic Poverty.

This position reports directly to OMI Lacombe Canada as the formal employer. However, an Advisory Committee, comprised of members appointed by the three Oblate Provinces in Canada, offers regular guidance and direction.

The Duties and Responsibilities of the Director of *Le Centre Oblat*:

- Deepen the formation of a culture that promotes justice as an essential element of the Oblate vision and mission. Provide encouragement to brothers, priests, lay associates and other members of Canadian society to improve the lives of the poor and vulnerable.
- Prepare interventions for the Oblate leadership on JPIC issues, when invited to do so;
- Direct the activities of the *Centre Oblat* by developing the annual work plan and ensuring its implementation, preparing an annual budget for approval and presenting regular financial data necessary for compliance with it, and recruiting, managing and supervising all contract staff and volunteers;
- Design JPIC resources, symposiums, activities, and advocacy opportunities for members, associates, staff, and ministry colleagues of the three Provinces;
- Support designated JPIC activities in the three Provinces to advance JPIC commitments;

- Network, collaborate with, and represent the Oblates on coalitions: such as the Canadian Religious Conference's JPIC ministry, KAIROS Canada, Development and Peace, Citizens for Public Justice and other civil society organizations that advance our common mission;
- Assist Oblate parishes and retreat centers with formation programs and resources that facilitate moving justice beyond an intellectual experience. Develop programs to allow students, especially at St. Paul University, to gain more practical experience in various professional fields. Provide faculties at the university with speakers and a network of community contacts for conferences, talks, and workshops;
- Ensure regular communication to the Provinces about JPIC issues. Serve as a hub for information sharing and combined efforts for activism, especially through assisting the volunteer editor to prepare the newsletter, "News/Nouvelles." When invited to do so, write blog posts for the Provinces' online newsletters, magazines and social media sites, thus providing a regular stream of information to influence and support Oblate communities to reflect and act upon ecological and social justice;
- Collaborate in the administration and mandate of the Office of Religious Communities for Integral Ecology (ORCIE) by serving on the ORCIE Board;
- Prepare materials for and animate the scheduled meetings of the Advisory Committee, facilitating their input into the ministry of the *Centre Oblat*, and preparing the annual meeting of the Advisory Committee with the three Oblate Provincials;
- Other duties as assigned by the Leadership Team of OMI Lacombe.

Skills and Qualifications:

- Openness to the spirit and charism of the OMIs;
- Strong understanding of Catholic social thought and tradition pertaining to justice, peace and integrity of creation;
- Enduring passion for social and ecological justice, including some familiarity and experience with ecumenical and interfaith groups.
- Excellent oral and written communication skills in English; capacity to speak French; other languages are important assets;
- Ability to animate and inspire others to act for justice
- Excellent time management, administrative and organizational skills. The ideal candidate is a self-starter.

Education

- Post-secondary education with a preference for a Master's degree in Political Science, Theology, or related studies in the Humanities.

Computer Literacy

- Working knowledge of Microsoft 365
- Social Media Platforms
- Video Conferencing Platforms

Working Conditions

- Anticipated date of hire is February, 2024.
- Normal working week of 37.5 hours.
- Position will require some travel and flexibility with respect to work schedules. (Some weekend and evening work is expected.)
- A fully equipped office is provided at St. Paul University in Ottawa, ON.
- An annual job performance review is undertaken.
- This is a three-year term contract (renewable) with a probationary period of 3 months.
- An annual salary in the range of \$70-75,000 is offered, depending on qualifications and experience. A benefits package is included.

Application Process:

1. Email a formal letter of application addressed to Rob Meilleur rmeilleur@omilacombe.ca. In your two-page letter, describe your interest in the position, and how and why this is the right position for you. Also describe your key skills and background that directly relate to the tasks and qualifications required for this position. Briefly describe your understanding of the role of a Catholic religious community like the Oblates in promoting justice, peace and integrity of creation.
2. Provide your resume, and three (3) references with their contact information. (The successful applicant will be asked to provide a police check. The employer will cover the cost of obtaining this document.)
3. Please submit all of the above by email to Rob Meilleur by December 24, 2023. All applications will be held in the strictest confidence. Those selected for an interview will be contacted by January 12th, 2024 .