

Title: Associate Director for Creation Care Ministry
Reports to: Director of Life, Peace, and Justice (LPJ)
FLSA Status: Exempt, Full-Time

Position Description

The Creation Care Ministry Associate Director, working under the supervision of the Director of LPJ, and in consultation with the *Laudato Si* Steering Committee (LSSC), promotes the teachings of *Laudato Si*, and mobilizes and supports Catholics and institutions (parishes, schools, groups) throughout the Diocese of San Diego to implement the Vatican's 7-year *Laudato Si* Action Platform (LSAP) and the Diocesan Creation Care Action Plan. This is done in collaboration with other faith-based groups and with the larger civil society.

Essential Duties and Responsibilities *include the following. Other duties may be assigned.*

- In consultation with the LSSC, develop a strategy for the promotion and implementation of *Laudato Si* in the Diocese with a particular emphasis on outreach to marginalized communities.
- Conduct surveys, campaigns, listening sessions, etc. to inform plans and programs that engage Catholics throughout the diocese in the LSAP.
- Identify leaders and foster the formation of Creation Care Teams in parishes and schools, and support actions to implement the LSAP and the diocesan CCAP.
- Identify and develop resources and training opportunities that will assist Parish Creation Care leaders to foster active participation.
- Organize and promote events such as Earth Day Mass and St. Francis Mass.
- Educate Catholics in the Diocese on *Laudato Si* and issues related to climate change.
- Promote awareness of the teachings of *Laudato Si* in the mainstream media (newspaper, radio, etc.) and in social media, to reach a wide audience and in particular the youth.
- Advocate and promote advocacy on key issues in coordination with the diocese on the care for creation.
- Collaborate with other ministries in the diocese, especially Media and Communications, Faith Formation, Schools, Youth, and Cultural Diversity, especially in formation on Catholic Social Teaching, to accomplish program goals.
- Coordinate with Catholic and other faith-based organizations, movements, and associations.
- Continually evaluate, brainstorm, and strive to improve Creation Care leadership outreach.
- When requested, represent the Diocese of San Diego with regional and national organizations which address the issue of climate change.
- Other related duties as determined by the Supervisor and Creation Care Steering Committee.

Supervisory

- This position will be responsible for supervising a cadre of volunteers for the Creation Care Ministry.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Bachelor's degree (B.A.) from four-year college or university with emphasis in environmental science, ecology, sustainability, environmental policy, or related field.
- Knowledge of Church teachings, especially Catholic Social Teachings, and structures.
- Passionate about the mission of the Catholic Church.
- Excellent interpersonal, oral and written communication skills.
- Ability to establish and maintain good working relationships throughout the organization and with outside constituencies.
- Strong organizational skills with exceptional detail and follow-up.
- Able to represent company in a professional manner via telephone, correspondence, and at public and private meetings.
- Ability to organize, inspire, and lead local faith communities in the application of *Laudato Si*
- Knowledge of Microsoft Office, social media and communications software.

Other Skills and Abilities

- Fluency in Spanish highly desirable.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job the employee is regularly required to remain in an office at a computer workstation and access information from a computer and use a telephone. The employee is required to be mobile to, from, and within the office, as well as maneuver throughout the Pastoral Center facility to attend meetings, briefings, and other work-related events. The employee may be required to conduct trips to, from, and within various city and county-wide locations to attend meetings or events. The employee must occasionally lift and/or move up to 15 pounds.

Please note this position description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Send all Cover Letters and Resumes to Matt Habana mhabana@sd catholic.org. Please include "Associate Director, Creation Care Ministry" in email subject line.

