



JESUIT VOLUNTEER CORPS

EMPLOYMENT OPPORTUNITIES

FEATURED JOB OPPORTUNITIES FOR FJVS

Here are some opportunities for employment that have been shared with JVC over the last couple of months. Please note that JVC is a small staff so we don't have the capacity to offer or act as an individual Career Advisor. We encourage you to reach out to your Career Development Office from your college/university for other resources and career counseling. Lastly, we also encourage you to look at our [dynamic list on our website here](#).

Amerigo (various locations)

Do you love mentoring youth? Have a passion for learning about different cultures? Want to grow and develop your leadership skills while gaining valuable experience in a fun and engaging environment? Picture yourself as a Campus Coordinator at Amerigo Education, the world's fastest growing international education company. Amerigo Education is partnering with Jesuit Volunteers to offer professional opportunities to alumni who have completed their service. These full-time opportunities include housing, benefits, and competitive pay and are offered at Catholic schools in 10 locations across the US including **Napa, CA, San Francisco, CA, Los Angeles, CA, San Diego, CA, Houston, TX, St. Paul, MN, Chicago, IL, Lexington, KY, and Red Bank, NJ.**

Job Description: Attached. | **Website:** <https://www.amerigoeducation.com/>

Contact: for more info on openings, please contact humanresources@amerigoeducation.com

JVC Zoom Call: Amerigo has also offered to do a group zoom call with JVs that are interested in learning more about these positions. If interested, email Maria at mgaughan@jesuitvolunteers.org and we can set that up.

Dismas House (Worcester, MA)

Come live and work on an organic farm accompanying former offenders in great Worcester, Massachusetts. Dismas House seeks fellows for the Dismas Family Farm, a 12-bed, vocational farm for recently released prisoners. The fellowship is a unique, one-year position that provides free room, board, health insurance and \$1600 a month stipend. The Fellow lives in solidarity with the residents of the Dismas Family Farm and helps coordinate daily activities at the farm. Please watch this video for insight into life at Dismas Family Farm: <https://www.youtube.com/watch?v=OzGUZgBiRac&feature=youtu.be>

Job Description: Attached. *Position begins in August, not July. | **Website:** www.dismasisfamily.org

Contact: Dave McMahon, Co-Exec. Director, davemcmahon@dismasisfamily.org

Viator House of Hospitality (Chicago, IL)

A safe home for young immigrant men seeking asylum in the U.S. Viator House is a live-in program in the northwestern suburbs of Chicago serving 25 men aged 18-22 from more than 10 countries who are seeking asylum. Viator House is looking for live-in volunteers who are responsible for the safety of the participants overnight **three or four nights each week**, being on-call in case of emergencies from 10 p.m. until 7 a.m. on weekdays and until 10 a.m. on weekends and holidays. This is an ideal position for a graduate student looking for free housing and meaningful work or professional seeking to make a difference and save money while pursuing full-time studies or a career. There are also opportunities for daytime Case Managers (non-live-in positions). Please watch this video about Viator House: <https://youtu.be/2ES0zRrlt50>

Job Description: Attached. *Position begins in August, not July. | **Website:** <http://viatorhouseofhospitality.com>

Contact: Fr. Corey Brost, C.S.V., Executive Director, brostcsv@gmail.com

Border Links (Tucson, AZ)

Since 1987, BorderLinks has been facilitating educational immersion trips for delegations in the Arizona-Sonora region and beyond the border to Chiapas. Through dynamic educational experiences, BorderLinks connects divided communities, raises awareness about the impact of the border and immigration policies, and inspires action for social transformation. Border Links welcomes delegations from throughout the country to learn about the realities of the Borderlands and the struggle and resistance that migrant communities are engaged in. We're currently looking to fill a Director-level position as well as an administrative assistant position and would love to hire FJVs!

Website and Job Description: <https://www.borderlinks.org/jobs>

Director of Campus Ministry, Institute of Notre Dame (Baltimore, MD)

IND is seeking a creative and energetic campus minister to encourage and inspire high school girls to help plan and participate in school liturgies, retreats and individual and school-wide service and social justice projects. Candidate must be catholic, service-oriented and can work well with children and adolescents. The Institute of Notre Dame (IND), located in the heart of Baltimore, offers a unique educational experience for high school girls. Founded by the School Sisters of Notre Dame (SSND), our students are independent young women of strength, compassion and character. IND opened its doors in 1847. We share the SSND message of hope, faith and education for all.

Job Description: Attached. | **Website:** <https://www.indofmd.org/>

Contact: Lisa Wetzel, Assistant Head of School for Academics, LWetzel@indofmd.org

L'Arche Intentional Community (Seattle, WA)

Interested in care-giving, helping to create a home environment, building community and being an accompanier to those with disabilities? We are looking for passionate FJVs to join us. This community offers spiritual formation, personal accompaniment, and endless opportunities to grow and pursue justice. We have many FJVs that currently are in these Live-In Assistant positions. Assistants are remunerated with room and board and also a stipend. ***Besides L'Arche Seattle, other communities that are accepting applications at this time are L'Arche Long Island, L'Arche Syracuse, L'Arche Tacoma, L'Arche Mobile and L'Arche Kansas.*

Job Description: please click [HERE](#) | **Website:** <https://www.larcheseattle.org/>

Contact: Kristin Causey, (Tacna, Peru 2016-18) kristin@larcheseattle.org

Campus Ministry Associate, St. Joseph's University (Philadelphia, PA)

The Campus Ministry Associate position is a full-time, ten-month job (beginning of August 2020-end of May 2021) which offers a unique opportunity to a person who is interested in gaining experience in the work of college campus ministry. Campus Ministry Associates will aid the [SJU Campus Ministry staff](#) in the implementation of various programs, including community service programs, social justice programs, retreats, immersion programs, and liturgical ministry. Ideal candidates will have least one year of work or post-graduate volunteer service and will have had student leadership experience in ministry.

Job Description: please click [HERE](#) | **Website:** <https://sites.sju.edu/campusministry/associate-program/>

Contact: Beth Ford McNamee (Dar Es Salaam, Tanzania 2000-01), emcnamee@sju.edu

POSITION SPECIFICATION

POSITION: Campus Coordinator
COMPANY: Amerigo Education
LOCATION: Campus Specific Location
TYPE: Permanent, Full-Time, 10-11 Months per Year

ABOUT US

Amerigo Education is a U.S.-based education company that helps international students in the United States achieve their full potential. As a growing number of students from around the world seek to advance their education in American high schools, Amerigo is setting a new standard in educating international students by combining the established practices of nurturing, supportive environments from traditional American boarding schools with innovative approaches to language development and college guidance.

Backed by the Sterling Partners Education Opportunity Fund, Amerigo forms strategic partnerships with private day schools in the United States to provide a seamless academic experience for our students. Through the Amerigo model, we collaborate with our partner schools as they provide the core preparatory high-school curriculum while our team on-the-ground delivers a suite of academic, language, and cultural immersion programs in a well-staffed residential environment based in our local boarding campus. Amerigo seeks partners that are aligned in our mission to energize American educational communities through the diversity of students from around the world.

JOB OVERVIEW

The Campus Coordinator is a live-in position that oversees all tasks related to the students' residential experience at the Campus. Developing strong relationships with the residential students, grounded in compassion, mutual respect, and consistency, is essential to the Campus Coordinator position. Campus Coordinators must be willing to take a proactive, hands-on approach in working with students to solve problems and conflicts and to offer disciplinary and moral guidance as needed.

KEY RESPONSIBILITIES

- Act as in loco parentis and, therefore, responsible for all aspects of the residential welfare of our students
- Cultivate a safe, nurturing, structured, and comfortable environment for students
- Enforce the program and the school's rules and policies
- Oversee daily operations of the residential programming including consistent supervisory laps during residential and off-site periods and activities
- Drive students to and from school, activities, and appointments in a large company-owned van
- Monitor and assist with homework and the academic progress of students
- Provide direction and support to part-time Resident Assistants

- Monitor “duty-phone” and security system during overnight shifts and respond to emergencies as required
- Own a piece of the campus operations, including, but not limited to, one or a few of the following:
 - Student programming inclusive of management of the relationship with vendors and transportation services for campus supplies and the residential student meal program and other related duties
 - Student services inclusive of communication with faculty/staff at Amerigo and our partner school about students’ academic progress and attendance of relevant school or parent meetings
 - Student activities inclusive of coordination of evening and weekend activities and campus social media management
- Promote the image of the residential program within the school and local community
- Communicate all residential issues to the Director of Campus Operations

KEY QUALIFICATIONS

- Bachelor’s degree from 4-Year Accredited University; Degree in Education, Counseling, or other relevant discipline preferred
- Demonstrated experience as a house parent, resident assistant, or equivalent experience required
- Must possess valid U.S. Driver’s License and clean driving record with the ability to drive a large company-owned van
- Ability to work weekends, holidays, and overnights
- Excellent communication skills; strong interpersonal skills (relational)
- Ability to use sound judgement, make decisions efficiently, and problem solve
- Resilient, flexible approach to problem solving
- Motivated and entrepreneurial team player
- International, multi-cultural exposure preferred; experience working with English as a Second Language students a plus

For additional information, please contact humanresources@amerigoeducation.com

**Dismas Family Farm, Oakham, MA****Dismas Fellowship 2020 - 2021**

Dismas House of Massachusetts, Inc., seeks a fellow for the Dismas Family Farm, a 12-bed, vocational farm for recently released prisoners. The fellowship is a unique, one-year, post-baccalaureate, service opportunity. The Fellow lives in solidarity with the residents of the Dismas Family Farm and helps coordinate daily activities at the farm. Ideal candidates will have a commitment to issues of social justice, excellent verbal and written communication skills, and a comfort working with individuals from diverse socioeconomic backgrounds. All applicants must be graduating in May or June of 2020 from a 4-year college or university. Applicants who graduated in the fall of 2019 also will be considered. Hours will include weekend and evening hours.

This fellowship runs the course of one calendar year (ideally July 1 – June 30). The Fellow will receive a \$400/week stipend, and room and board at our home at 687 Lincoln Road in Oakham, MA. Health and dental insurance are available as well.

Duties for the position include, but are not limited to the following:

- ✓ Work alongside agency staff and volunteers to create welcoming home for farm residents.
- ✓ Help maintain program milieu, supporting vocational and program efforts at the farm.
- ✓ Support, welcome, and orient volunteers providing outside services, including, but not limited to, meal provision, education, recovery services, and special project assistance.
- ✓ Transport residents to doctor appointments, job interviews, legal appointments and NA/AA meetings in the community. Help to plan, coordinate and implement house activities.
- ✓ Help coordinate special activities at the farm, including weekly farmers' markets, a summer CSA program, an annual barn dance, and a fall festival.
- ✓ Provide needed administrative support to agency staff to ensure success of fundraising efforts.
- ✓ Work closely with agency staff to fulfill and promote the agency mission and help capitalize on further opportunities for growth.

Desired skills and abilities include:

- ✓ Comfortability working with individuals from a range of socioeconomic backgrounds representative of Worcester's ethnic diversity.
- ✓ Superb organizational skills and the ability to manage multiple demands simultaneously.
- ✓ An understanding of client confidentiality policies and the ability to use good judgment in all interactions with residents.

- ✓ Excellent writing and computer skills, with an ability to communicate our agency's stories via written and social media.
- ✓ Applicants must have a valid MA driver's license.

Dismas House is an equal opportunity employer and does not discriminate on the basis of gender, race, sexual orientation, nationality, religious conviction or disability.

Applicants should submit a resume and a one-page cover letter describing how their experience, skill set, and interests would make them an excellent fit for this position. Please include your name on each page of your application. All materials and related questions can be directed to Colleen Hilferty at colleenhilf@gmail.com.

The application deadline is April 30, 2020.

What we do:

DISMAS HOUSE

This flagship home located in the Main South neighborhood of Worcester has provided a caring home environment for homeless and former offenders in need for over a quarter of a century.



THE DISMAS FAMILY FARM



The Farm is a one-of-a-kind residential home set on the rolling 35 acres of a historic farm in Oakham Ma. Utilizing organic farming methods, the community at the farm operate a CSA, tend to animals, run a farmers market, and rebuild their lives in a holistic and healthy environment far from the urban core.

By the Numbers

- Dismas House, the Dismas Family Farm and the Father John Brooks House are home each day to 30 homeless and former prisoners trying to rebuild their lives.
- Over 300 volunteers, comprising 50 different families and church and student groups, prepare and share dinner at Dismas programs each year.
- Dismas Family Farm residents grow over 20,000 pounds of fresh vegetables each year.
- The Dismas Family Farm raises 30 free-range turkeys each year at Thanksgiving.
- The farm has 1 llama, named Nina.



THE FATHER JOHN BROOKS HOUSE

Named for the legendary former president of the College of the Holy Cross, Brooks House provides secure apartment living for Dismas grads and their families enriched by staff support and accountability.



BASIC ADVOCACY FOR REENTRY (BAR) NONE PROGRAM

Led by a skilled attorney and advocate, the BAR None team of pro bono lawyers, retired judges, volunteers, and Holy Cross students help hundreds of former offenders overcome a tangle of civil legal barriers while also connecting them with housing, healthcare, and opportunity in greater Worcester.

GREEN INITIATIVES

Dismas is leading the way through solar, pellet-fired furnaces, insulation, and high efficiency heat to a reduced carbon future for low-income housing providers. Working with community partners, Dismas is assisting other agencies in cultivating energy.



For over a quarter century, Dismas House of Massachusetts has provided a sense of community and belonging to former offenders and homeless people in central Massachusetts!



INSTITUTE *of* NOTRE DAME

Position: Director of Campus Ministry
Type of Position: Full-Time
Starting Date: June 1, 2020

SPECIFICATIONS

IND is seeking a creative and energetic campus minister to encourage and inspire high school girls to help plan and participate in school liturgies, retreats and individual and school-wide service and social justice projects. Candidate must be catholic, service-oriented and can work well with children and adolescents.

ESSENTIAL RESPONSIBILITIES

- Coordinate and plan with the campus ministers an opening school liturgy and prayer services and liturgies throughout the school year.
- Work with the music director to plan music for school liturgies.
- Recruit and train Eucharistic ministers, lectors and altar servers for school liturgies.
- Contact priests in the Archdiocese for liturgical celebrations at IND.
- Plan and coordinate annual peer ministry retreat in the beginning of the school year.
 - Plan and run class retreats for each class, including a senior overnight retreat
 - Work with students to develop servant leaders through retreat leadership roles
 - Create an inclusive and dynamic retreat environment for each person
- Research, publicize and approve service opportunities for students and maintain records of student service hours.
 - Weekly service outreach, including partnerships with University of Maryland Baltimore Cure Scholar Program and Refugee Youth Project
 - Track service hours for each student utilizing Mobile Serve
 - Provide service hour support to each student
 - Coordinate service events within the IND and greater Baltimore community
 - Supervise service clubs including Hildie's Helpers and Women's Empowerment Group
- Guide and oversee students' reflections on their experiences in regard to their faith and global responsibility.
- Research, coordinate and possibly lead service immersion trips.
- Research and develop opportunities for education and awareness of social justice issues, on both a local and global scale.
- With the development team, seek funding opportunities to develop the service program.
- Work with the Office of Youth Ministry of the Archdiocese of Baltimore to publicize Archdiocesan events for students.
- Coordinate charitable projects/donation drives with student organizations throughout the year (Thanksgiving, Christmas, etc.)
- Oversee Hildie's Helpers
- Plan and coordinate with members of the senior class the Baccalaureate mass prior to graduation.
- Teach two religion classes as part of the Religion Department, including Campus Ministry Seminar
- Participate in all think required by IND Faculty.

- Other duties as assigned.

EDUCATION

B.A. or M.A. in religious studies, youth ministry or a related field.
Experience in working with children or adolescents.

ADDITIONAL SKILLS

Ability to spark enthusiasm in students.

Ability to keep accurate records.

Familiarity with liturgical and worship resources.

Ability to work with adults and adolescents to plan liturgies and service opportunities.

Serve as a role model for Catholic social justice and Christian service.

Drive 15 passenger bus.

HOURS

The campus minister would have some after-school hours and a few weekends with overnight retreats as well as some service opportunities on weekends. **All faculty and staff are required to attend Back-to-School, Open House, Baccalaureate and Graduation.** This is a ten-month position.

DESCRIPTION

The Institute of Notre Dame (IND), located in the heart of Baltimore, offers a unique educational experience for high school girls. Founded by the School Sisters of Notre Dame (SSND), our students are independent young women of strength, compassion and character. IND opened its doors in 1847. We share the SSND message of hope, faith and education for all.

SUBMISSION

Please submit a cover letter, resume and salary requirements to the Lisa Wetzel, Assistant Head of School for Academics, LWetzel@indofmd.org. All communication and documentation are to be completed electronically. Phone calls will not be received.



Live-In Volunteer Summer 2020 - Summer 2021

Viator House of Hospitality is a live-in program in the northwestern suburbs of Chicago serving 25 men aged 18-22 from more than 10 countries who are seeking asylum in the U.S. For a full program description, see <http://viatorhouseofhospitality.com>.

This volunteer position reports to the director of housing & programs. This volunteer is responsible for the safety of the participants overnight **three or four nights each week**, being on-call in case of emergencies from 10 p.m. until 7 a.m. on weekdays and until 10 a.m. on weekends and holidays. It is not necessary for this volunteer to stay awake overnight. Live-In volunteers have a private room and bathroom with full access to kitchen facilities. This is an ideal position for a young adult graduate student or professional seeking to make a difference and save money while pursuing full-time studies or a career..

Primary Expectations

- Maintains the security of the Viator House by ensuring that outside doors are locked.
- Answers all phone calls in a polite manner and documents calls as needed.
- Supervises the residence and participants, giving out medication as needed.
- Serves as the first responder for emergencies, contacting staff immediately.
- Documents any participant behavior inconsistent with the Viator House Covenant.
- Opens the kitchens each morning.
- Maintains participant/program/organization confidentiality.
- Meets monthly with the director of housing and programs or executive director.

Possible Addition Roles & Stipend

A live-in volunteer who would like to have additional responsibilities assisting the house manager or case managers during daytime hours will qualify for a stipend.

Specific Skills/Qualifications Needed

- Excellent interpersonal skills
- Ability to remain calm and professional in difficult circumstances
- Ability to use sound judgment and adhere to professional boundaries
- Ability to work with staff and participants from diverse backgrounds
- Ability to accomplish tasks with minimum supervision
- Ability to take initiative as needed
- High School Diploma or GED, driver's license

For more information, send a resume to: Fr. Corey Brost, C.S.V., executive director, brostcsv@gmail.com