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| Job Title | Director, Mission  |
| Reports To | Directly to Vice President for Mission with an indirect reporting relationship with the Senior Vice President for Mission and Ethics |
| Collaborates Coordinates  | Since Mission Services functions both locally and as a Shared Service throughout the ministry, all Mission Directors may have some ministry-wide and/or Shared Services responsibilities along with local/regional responsibilities, and they will work closely and collaboratively with all other mission leaders for the benefit of the organization.  |
| Department | Mission  |

Position Summary

Provides leadership and support in planning, developing, directing and evaluating organizational efforts to integrate the mission and values and our Catholic Identity into the day-to-day operations of the people serving in the health ministry.

Essential Functions

1. Engages with and provides project management oversight in the hospital and clinic to organizational programs designed to integrate the mission and values and our Catholic Identity with:
2. clinicians and caregivers to help shape why and how patients experience caregiving
3. department and clinic leaders to help shape why and how co-workers experience the work life through the assessing, hiring, training, engaging and evaluation
4. community leaders and organizations in furthering our partnering role in improving community health
5. Interviewing and assessing candidates for leadership or physician positions for organizational fit.
6. Shared Services and ministry-wide initiatives as they directly involve or impact the local hospital and Clinic

*Competencies*

1. *Strong interpersonal skills and project management abilities to help design, implement and measure programs and initiatives which help shape organizational practices and culture in light of our ministry identity*
2. *Personally characterized by being other-oriented, having a “servant’s heart,” possessing strong self-confidence but low ego, and committed to an attitude of being a “missionary working with people in a foreign land”*
3. *Organizational change acumen and a commitment to the understanding that the most effective mission leadership is when others are grounding and shaping decisions and practices in our ministry identity rather than being the primary change agent oneself; finds ultimate satisfaction in the organization changing rather than being the one who does the changing*
4. Communicates consistently with and is regularly visible to co-workers in promoting the mission and values throughout the organization
5. Creates and oversees the activities of mission teams and mission or champions in formation, charity functions, heritage celebrations and religious rituals
6. Facilitates efforts to develop substantive spirituality in the workplace practices based on ministry heritage, mission, values, and charism

 *Competencies*

1. *Strong relationship skills and/or high individualized approach; capable of establishing mutually beneficial relationships with diverse groups of people*
2. *Compassion and empathy for co-workers and for the economically poor in the community*
3. *Able to empower and support the human potential of colleagues*
4. *Committed to engaging and collaborating with others in the community to advance the community health status of the underserved*
5. Provides and oversees formation experiences in meaningful and measurable ways and in a variety of formats with board members, executives, leaders, integrated and aligned physicians, and co-workers in all sites of care to help them identify their work as ministry and integrate the mission, values and charism into their decisions and day-to-day work
6. Leads and facilitates formation experiences with:
7. Leaders through Advanced and Personal Formation
8. Co-Workers through co-worker formation programs, clinic formation, and stopping for overhead prayer
9. Physicians through physician formation programs and clinic formation
10. Trains and oversees leaders and co-workers to facilitate co-worker formation sessions and clinic formation, and administrators in rural facilities to lead board formation sessions
11. Collaborates under the leadership of Executive Director of Formation to participate in specific committees and delegated responsibilities toward developing and continually refining:
12. formation strategic plan
13. Formation modules and experiences
14. Efforts to integrate formation into all training and development programs and ministry-wide leadership meetings
15. Methodologies for “hardwiring” formation practices as regular and “value-added” practices
16. Metrics of success or effectiveness for formation programs and experiences
17. Efforts to share local formation programs and experiences with all other mission leaders ministry-wide

*Competencies*

1. *Well-formed in the ministerial heritage and tradition*
2. *Effective in helping colleagues identify their work as ministry*
3. *Able to explain and integrate Scripture and the basic moral and social principles and doctrines of Catholic theology as articulated by Vatican II and subsequent Church teaching*
4. *Capable of connecting faith with life using various formation processes of sentiment, knowledge and behavior*
5. *Competently and meaningfully able to communicate Catholic theology as relevant to the organization’s vision, strategies and operations*
6. Supports an environment of prayer within hospitals, clinics and Shared Services by developing and providing meaningful rituals, services and celebrations that focus on our mission, values and charism and our Catholic Identity, and which serve as an essential part of our life and culture

*Competencies:*

1. *Able to articulate one’s lived faith experience and the meaning it brings to their lives as well as lead rituals and services to empower individuals and organizations to do the same*
2. *Understands and values the significance of sacrament and ritual;*
3. *Able to articulate the meaning of ministry and to relate the healthcare ministry to the broader ministry of the Church*
4. *Affection and respect for founding communities*
5. Serves, when necessary, as a “prophetic voice” or “conscience of the organization:”
6. Articulates and makes operational our ministerial identity as a credible driving force or as a significant influencer at key decision points within the ministry
7. Acts with practical knowledge, courage and prudence in applying the *Ethical and Religious Directives for Catholic Health Care Services* and Catholic Social Teaching to operational issues of management, finance, human resources and collaborations as well as to particular clinical issues
8. Initiates, generates and promotes contact with other Catholic healthcare providers within and outside the ministry for networking and collaborating in mission and ethics endeavors

*Competencies:*

1. *Demonstrated passion for our ministerial identity, and the ability to inspire others to live out or apply our identity in operational, clinical and work life settings*
2. *Clearly sees how our ministerial identity is integrated within the local organization or throughout the ministry, and has a vision of where it needs to go or how it needs to be applied*
3. *Self-confidence to interpret our ministerial identity prophetically and appropriately for varied audiences, both internally and externally*
4. Personifies and embodies our ministerial Identity in an exemplary way
5. Lives out a spirituality expressed through prayer, humility and right relationships
6. Models ongoing spiritual development

*Competencies:*

1. *Person of faith, living a practical integrated spirituality, manifesting a personal presence characterized by honesty, compassion, and integrity of word and deed*
2. *Deep commitment to and appreciation for our ministerial Identity*
3. *Rich sense of ministry in their professional and organizational role*

Qualifications

1. Master’s degree in theology with a specialization in mission services, or a commitment to work toward this degree, is required. Master’s degree in theology or ethics is acceptable.
2. Five years healthcare experience preferred
3. Competencies identified above