

## **Director of Spiritual & Religious Life**

**Job Number:** 496073

**Type:** Full-time

**Campus:** Mount Carmel - Hamden, CT

**Categories:** Staff

### **Overview:**

The Director of Spiritual & Religious Life will serve as a catalyst for our religious and spiritual community who is committed to the development of positive relationships through delivering a vibrant array of spiritual and faith based programs and services which increase a sense of belonging. Reporting to the Assistant Vice President of Student Affairs, the Director provides active strategic oversight to one full-time and multiple part-time faith-based chaplains and their areas, while serving as a resource and advocate for students, faculty, and staff through engagement with spiritual and religious pursuits at QU. The primary functions of this role include directing all core strategic, administrative, and operational functions for the spiritual and religious life area while building authentic, sustainable relationships and partnerships with those both internal and external to our institution.

### **About Quinnipiac:**

Quinnipiac is a private, coeducational, nonsectarian institution located 90 minutes north of New York City and two hours from Boston. The university enrolls more than 9,500 students in 110 degree programs through its Schools of Business, Communications, Education, Computing and Engineering, Health Sciences, Law, Medicine, Nursing, and the College of Arts and Sciences. Quinnipiac is recognized by U.S. News & World Report as both a best-value school and a top national university, and has also earned recognition in Princeton Review's "The Best 387 Colleges". Quinnipiac has been named a "Great College to Work For" as determined by a comprehensive industry survey. For more information, please visit [qu.edu](http://qu.edu). Connect with Quinnipiac on Facebook and follow Quinnipiac on Twitter and Instagram <mailto:@QuinnipiacU>.

## **Responsibilities:**

- Strategically directs all administrative and operational functions within the Office of Spiritual & Religious Life including oversight and management of the Center for Religion
- Provides direction to the university Rabbi, catholic chaplain, muslim coordinator, interfaith chaplain, and protestant chaplain through effective supervision, evaluation, and coaching
- Delivers coaching, mentorship, and advisement to students actively seeking religious, faith-based, and/or spiritual connection while at Quinnipiac
- Creates and implements training and development opportunities geared towards students, faculty, and staff as part of a diverse suite of offerings through the Office, as well as Center for Religion
- Actively engages with outside religious and faith-based leaders to meet the needs of students from faith backgrounds not represented by staff within the area and liaises with local congregations to create shared “town/gown” spiritual, religious, and social justice events
- Partners with the Office of Inclusive Excellence on shared/joint programs, heritage celebrations, and other events which celebrate religious & spiritual identities within our community
- Serves as the key point of contact for spirituality-based student organizations as they seek advisement on membership challenges, organizational needs, events, navigating university processes, and other areas
- Partners with student organizations, the Office of Community Engagement, and outside charities to deliver the Center for Religion's signature CompACTION: Compassion in Action program each year
- Serves as a member of the CARE Team and contributes to key wellness ecosystem programs

- Partners with the Office of Development to create funding opportunities for donors interested in religion, religious life, and/or spiritual opportunities
- Approves expenditures, tracks expenses, and effectively manages assigned budgets and related fiscal tasks in strict accordance with University policy
- Supports University programs, initiatives, and areas of emphasis including the Strategic Plan for Quinnipiac University, Division of Student Affairs mission and vision, and 10-point DEI plan
- Ability to work evenings and weekends is a core component of this role
- Exemplary administrative, critical thinking, and prioritization abilities are key to success in this position

**Education Requirements:**

- Bachelor's degree required
- A Master's degree in Higher Education Administration, College Student Personnel, Student Affairs, Divinity/Theological Studies, or a related field is strongly preferred

**Qualifications:**

- 3-5 years of experience in a role with similar responsibilities and/or relevant, transferable skills
- Experience working in administrative roles in higher education (spiritual or religious life areas, student activities, residential life, recreation, etc.) is strongly preferred
- Full-time or graduate work experience within a similar role is preferred but not required

- Previous work in a chaplaincy role or position will also be considered, but candidates should note there is not a formal ministry or chaplaincy aspect to this position due to its administrative functions, needs, and focus areas
- Must be committed to a student-centered approach, adaptable to changing institutional needs and priorities, and possess excellent organizational, communication, and administrative skills
- Comfort with and commitment to working in an interfaith environment
- A demonstrated track record of creative problem solving and a high-level of productivity and performance
- Excellent communication, interpersonal, problem-solving, budget management, supervision, strategic thinking, and organizational abilities/skills
- Demonstrated capacity to produce results through a collaborative, team-oriented approach
- High degree of self-motivation, persistence, and follow-through
- An ability to engage students in the learning process through a high level of personal contact

**Special Instructions to Applicants:**

**TO APPLY:**

Applications must be submitted electronically and include a resume, cover letter addressing how your experience supports the requirements of this position and Quinnipiac's commitment to diversity and inclusion, and contact information for three references on the application form.

Quinnipiac University has a strong commitment to the principles and practices of diversity and inclusion throughout the University community and welcomes candidates who enhance that diversity.

We offer a comprehensive benefits package for full-time faculty and staff which includes tuition remission and a culture that is inclusive and driven by excellence.

**Quinnipiac University is an Equal Opportunity Employer.**

**Advertised:** September 26, 2024 Eastern Daylight Time

**Applications close:** Open until filled

**To apply, visit <https://apptrkr.com/5673909>**

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