



**ROLE**            **Assistant Campus Minister**

**START DATE:**        August 2026

**JOB TYPE:**            Full-Time, Academic Year

## **ABOUT LOYOLA HIGH SCHOOL**

Loyola is a Jesuit Catholic high school founded in 1896 that encourages its students to become intellectually competent, open to growth, religious, loving, and committed to justice.

As a university-preparatory institution, Loyola seeks the integral formation of each person through an educational experience rooted in academic excellence, spiritual and religious development, and rich extracurricular engagement.

## **RESPONSIBILITIES**

Under the supervision of the Campus Minister, the assistant will play a key role within the team, supporting the spiritual and social development of students. By contributing to the planning and animation of the annual calendar of activities, he or she helps accompany students in their personal growth, nurture their relationship with God, and encourage them to become men and women for and with others, in keeping with the Jesuit mission.

The responsibilities include, but are not limited to:

1.        *Contribution to the pastoral mission and spiritual life*

- Support the team in designing the annual plan and calendar of pastoral activities (Experience Week, Christian Service Program, retreats, Kairos, leadership activities, etc.).
- Promote students' spiritual openness by animating, planning, and coordinating—together with the team—opportunities for human, spiritual, social, and civic growth.

2.        *Animation, accompaniment, and creation of a safe space*

- Supervise the Campus Ministry Room, cultivating a safe, welcoming, and inclusive environment for all.
- Mobilize and accompany teams of students and staff members involved in youth ministry activities.
- Foster a climate of active listening, respect, and inclusion that supports students' spiritual growth.



3. *Administration and coordination of programs*

- Collaborate in managing the Christian Service Program by serving as a liaison between Loyola, community organizations, and civil partners.
- Participate in the planning, logistics, and supervision of immersion trips during Experience Week.
- Support the administrative management of the pastoral office as a team: student registrations, communication with families, record-keeping, and financial oversight of programs.

4. *Creation and maintenance of partnerships*

- Contribute to building collaborative relationships with families, parishes, community organizations, Jesuit apostolates (local and international), and the wider community.

5. *Professional engagement and organizational support*

- Participate in once a cycle meetings (Campus Ministry, Admin Team, Religion Department).
- Take advantage of professional development opportunities to remain up to date with pastoral, educational, and community best practices.
- Perform any other duties assigned by the Campus Minister or school administration.

**SCHEDULE:** 8:00 a.m. – 4:00 p.m. daily / 2026-2027 school year

**APPLICATION:** Cover letter, CV, names and email addresses of three professional references.

**SUBMIT APPLICATION TO:** <https://www.loyola.ca/about/employment>

Loyola High School is an equal opportunity employer and encourages applications from individuals of all backgrounds. We seek to create a diverse, inclusive, and welcoming community for students, staff, and faculty alike.

We thank all candidates for their interest. Only those selected for interviews will be contacted.