

DIRECTOR OF JECSE /PROFILE AND JOB DESCRIPTION

EXPERIENCE

- A mature, reflective and committed person.
- Experience of education at a senior management level - ideally in a Jesuit setting.
- Knowledge of the *Society of Jesus* and familiarity with its mode of governance

ORGANIZATION - TEAM

- A good organiser – efficient, methodical and calm.
- Able to build and work with teams

VISION

- Is a believer in the Society's educational project – as articulated in the Jesuit statements on Education - *The Characteristics of Jesuit Education*, The IPP and *Jesuit Education aims for Human Excellence*)
- Inspirational and creative; has a broad vision for education and a track record in innovation
- Open to changes and able to propose new processes and responses to the evolving needs in education

COMMUNICATION

- a. Has a genuine interest in people and good inter-personal skills.
- b. Is aware of the importance of good human relationships and of fostering an open and stimulating work environment.
- c. Is able to communicate clearly, persuasively and with conviction.
- d. Willing and able to communicate with the Delegates, the CEP and ICAJE.
- e. Open to building contacts with the other sectors and forming synergies.
- f. Languages: English is essential and one other European language desirable (French and Spanish).

EUROPE & THE WORLD:

Is committed to the European ideal and has a strong awareness of and desire to build a global network of Jesuit Schools.

FAITH + IIGNATIAN FORMATION:

Is a person of faith with a personal experience (or openness) to Ignatian Spirituality

TIME: The role is (ideally) a full-time position.

LOCATION / PLACE OF WORK:

- The successful candidate can be based in his or her own country, profiting from local backup and collegiality.
- Availability and willingness to travel to the various provinces is critical.

TERM: The term of office is for three years but renewable pending review.

SALARY: Salary is negotiable but reckoned to be equivalent to that of a Delegate or a Head's salary in the candidate's place of residence.

JOB DESCRIPTION

The Director of JECSE co-ordinates and animates the Europe wide network of Delegates of Primary and Secondary Education for Europe and the Middle East.

He/she also works with the provincials of Europe to promote their policies and projects in the educational area. He/she is the President's (CEP) Delegate for Education.

The Job is a wide ranging and visionary one. Key elements are listed below. The job involves extensive collaboration and close partnership with many stakeholders and supporters in Europe and the world.

In regard to each of the headings listed below the Director is expected to...

1. Reporting/accountability

- Be accountable, in the first instance, to the President of JECSE, who is (also) President of the CEP. For this, an annual report is prepared and presented to the board of JECSE.
- (The Director also) gives an account of his / her work to the Delegates at the annual gathering.

2. Networking

- Animate the European network of Jesuit Schools and collaborate in the creation of the global network. This is especially important in the context of GC 35 / 36, the 4 Priorities for Europe and the 'action statement' (Global Mission) coming out of Rio (2017).
- Engage with Educate MAGIS as the recognised platform for global networking.

3. The Ignatian identity of the Jesuit Schools

- Expected to be creative and innovative in regard to the mission of Jesuit education and how it can respond to the changing needs of the times.
- Expected to be vigilant around the integration of Ignatian spirituality with the educational mission of Jesuit Schools.
- Work with the Steering Committee and the Provincial Delegates and explore how the 4 priorities and the Global mission can be realized in the individual provinces and in the European context.
- Plan for and promote activities that deepen the Ignatian identity of the schools.
- Plan and deliver specific programme of formation.

4. Training and Formation:

- To explore and develop programme of formation for new delegates.
- Identify with the Delegates and Provincials other training JECSE can give in a way that ensures 'added value' to the European network.
- Actively foster inter-Provincial collaboration in training. Care should be taken to avoid duplication of what occurs at local/regional levels. (i.e. organise training and making linkages, as appropriate, with existing SJ centres).

5. Meetings + working groups

- Convenes and facilitates the annual Delegates' meeting. (The host Delegate from the local Province should provide assistance for this meeting).
- Plans and organizes on a 3 cyclical basis (to be reviewed) meetings for Directors of Schools, Primary Schools Directors, Assistant Directors and Chaplains and Pastoral Coordinators.
- Is pro-active in identifying evolving needs and setting up task forces to research, reflect and make preproposals on key topics.

6. Legal and Financial

- Finances: Send information to and supervise the company which tracks and reports on the finances.
- Legal: prepare documentation for the AISBL meetings (General assembly and Council – one per year).
- The AISBL Board is asked to consider if and how to link the JECSE Steering Group with the Board of the AISBL and to make a proposal to the Delegates and to the Provincials.

7. Steering Committee:

- To work closely with the Steering Committee to whom s/ he looks for guidance and support.
- S/he is free to appoint members to the committee and it is recommended that there would be one person from each Assistency and a broad range of skills that complement those of the Director. (Example - expertise in finance, experience of fundraising, someone from the training centres, etc).

8. Visiting the Provinces

- To visit the provinces in order to make JECSE visible on the ground.
- To meet the Delegates in their own contexts and become familiar with the Directors of Schools, the Provincial and his Consult. (Special attention should be given to countries where there are relatively new schools, such as Croatia, Poland, Kosovo, Russia? Etc).

9. Consultancy:

- Because of increasing educational complexity as well as the increased pressure coming from government and other groups the director will be expected to source the best advice available. (The steering group is asked to compile a list of experts who can be available to advise local delegates on finance, staffing, advocacy or other issues. These can be either on a *pro bono* basis or on a paid basis).

10. Communications:

- Maintain and improve the JECSE website,
- Ensure the presence of JECSE in the CEP newsletter
- Publish a JECSE newsletter on a quarterly basis. This can ensure a bigger visibility of JECSE.

11. Worldwide SJ education

- Collaborate actively with the International Secretariat for Education of the Society of Jesus (Fr Jose Mesa sj) and ICAJE in the coordination and animation of the global network of Jesuit schools
- Keep the steering committee and delegates apprised of international developments and initiatives promoted being by Educate Magis,
- Ensure that the provinces in Europe link in with global gatherings and become actively involved in working groups and other consultation processes.

12. Funding:

- Identify, with the help of the Steering Committee, funding sources for JECSE programmes.
- Develop good relationships with funding bodies and organise application to potential donors.
- Ensure evaluation and professional reporting on sponsored programmes