

## **DIRECTOR OF RESPECT LIFE & PASTORAL PROGRAMS**

### **Office of Life, Dignity and Justice, Pastoral Center**

The Diocese of San Bernardino is a vibrant and diverse community of Roman Catholic Believers committed to bringing the Good News of Jesus Christ to all we encounter. We are guided by the core values of hospitality, collaboration, faith sharing, and reconciliation. Through the impact of the Gospel, we seek to fill lives with hope.

The Ministry of Life, Dignity, and Justice works to create a holy and just society by promoting the dignity of the human person and the sanctity of God's creation.

#### **RESPONSIBILITIES INCLUDE, BUT ARE NOT LIMITED TO:**

- Coordinate and promote Respect Life Ministry in parishes.
- Promote Pastoral Care/Bereavement ministry in the Parishes.
- Coordinate the Whole Person Care Initiative program in collaboration with the California Catholic Conference.
- Develop Leadership to carry out the mission of Respect Life Ministries by recruiting, training and supervising volunteers from parishes throughout the diocese, so that they may educate and inspire their parishioners and the larger community; develop Neighborhood (Vicariate) Respect Life and Family Alliances.
- Support the Gabriel Project by increasing awareness of resources available for Crisis Pregnancy, Healing after Abortion, Natural Family Planning and Adoption. Encourage volunteer and financial support for organizations providing these resources through supporting the annual Mother's Day Rose Sale and the Walk for Life.
- Directs development of Rachel Hope and Healing Ministry by fostering collaboration among leaders, volunteers and organizations aiding those who have been hurt by abortion experiences, in order to develop and promote those resources, including the Rachel Telephone Help Line and Rachel's Vineyard Retreats.
- Develop Natural Family Planning Ministry by identifying, organizing and promoting available resources; promote training and continuing education for instructors; parish and diocesan leaders.
- Participate and promote Legislative Advocacy efforts on state and national level by collaborating with the diocesan Coordinator of Advocacy and the CCC and USCCB staff in order to educate and motivate parishioners into becoming Faithful Citizens.
- State-wide Liaison of the Knights of Columbus Culture of Life Campaign, whose purpose is to establish an alliance between the California Catholic Conference of Bishops, Knights of Columbus, and Diocesan Respect Life and Family Ministries in order to create in California a Culture that respects the Sanctity of Human Life and Family.
- Spiritual Commemorations of Sanctity of Life.
- Coordination of educational workshops/Courses for Staff, clergy and general Catholic public.
- Support and Promote the Sanctity of Human Life collection fundraising for Respect Life Catholic Ministries and community-based Respect Life Charities.
- Serve in committees/PPAC and/or as determined by the diocese.
- Building Intercultural Competence for Ministers
- Other duties as assigned.

#### **QUALIFICATION GUIDELINES:**

- Master's Degree in Theology; Pastoral Studies, Divinity or the Equivalent.
- Understanding of the history and current status of issues affecting the Sanctity and Dignity of Human Life including stem cell research and cloning, physician assisted suicide, abortion, artificial contraception and natural family planning, capital punishment, function of legislature and judiciary.
- Must have ability and experience in establishing and implementing policies and procedures within area of responsibility.
- Must have ability to train staff members and work within a team framework with other members of management in a problem-solving process.
- Must have ability to interact professionally with all employees and people coming into the office.
- Bilingual English/Spanish preferred.
- Strategic planning and program management experience required.
- Must have exceptional leadership, organizational, and people skills.
- Must have good problem solving and conflict management skills.
- Must have excellent computer skills including Word, Excel, Outlook.
- Must have ability to work in a multi-cultural environment.
- Must have a valid California Driver's license.
- Must have ability to travel locally and overnight as required.

#### **PHYSICAL REQUIREMENTS:**

Includes but not limited to considerable use of arms and legs, whole body movement, walking, lifting, and stooping, standing, sitting, lifting and carrying up to 30 lbs., pushing, pulling, kneeling, crouching, crawling, hearing, speaking, seeing, reaching, repetitive forward bending, repetitive arm/hand motions, prolonged gripping of an item, repetitive hand/finger movements, sense of touch/feel, temperature extreme.

Interested candidates, please forward your resume to:

Attention: David Acosta  
Diocese of San Bernardino  
1201 E. Highland Avenue  
San Bernardino, CA 92404

Email: [employment@sbdiocese.org](mailto:employment@sbdiocese.org)

**The Diocese of San Bernardino is an Equal Opportunity Employer.**