



## *Sandy-Saulteaux Spiritual Centre*

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### **Job Posting: Keeper of the Circle of the Sandy-Saulteaux Spiritual Centre**

**Where:** Sandy-Saulteaux Spiritual Centre is a place of spirit where both Indigenous and Christian spiritual beliefs are respected, shared and understood. We are located on 36 peaceful acres of wooded parkland beside the Brokenhead River, one mile east of Beausejour, Manitoba, Canada. From the strength of our Elder's wisdom, SSSC fosters teachings of respect, healing, and wholeness among all peoples and with all of creation. We are a non-profit organization involved in theological and cross-cultural training.

**Job Description:** The Keeper of the Circle position encompasses the responsibilities usually assigned to a "Principal" in regards to the theological school which is the primary focus of the Centre. The position is also responsible, however, for overseeing the healthy and effective functioning all aspects of the Centre's life and work: educational, spiritual, financial, administrative, staff team development, community relations and partnerships, student recruitment, and facilities management.

The leadership of the Keeper of the Circle includes the capacity to offer teaching, instruction, and guidance within both the school's educational programs and in programs offered by educational partners. The Keeper of the Circle is accountable to the Keepers of the Vision (who hold many of the same responsibilities as does a Board in organizations) for the practical implementation and coordination of the vision.

**Qualifications:** Education, Experience, and Competencies needed for the position:

#### **Education:**

- An undergraduate university degree in a field related to the portfolio, plus an M.Div. or an equivalent degree in theology. Further post-graduate studies would also be an asset.

#### **Experience:**

- Familiarity or experience in First Nation, Métis, or Inuit communities
- Experience of both Christian and traditional spiritualities.
- Demonstrated experience in offering leadership in a First Nation, Métis, or Inuit educational environment as either a teacher or administrator.
- Experience in organizational management, Human Resources, exercising supervision, and financial administration.
- Experience in a community-based, learning circle model of education.
- Experience in ministry, and solid knowledge of the history and polity of the United Church of Canada.

## Professional and Personal Competencies:

### Leadership

- Able to communicate in English, in written and spoken forms, in a clear and respectful fashion. Ability to speak a First Nation, Métis or Inuit language would be an asset.
- Able to effectively lead, and develop, an organization through an extended period of transition, discerning areas of growth.
- Able to supportively supervise and evaluate staff, to speak difficult truths in a spirit of love, and to recommend the termination of ineffective staff when necessary.
- Able to effectively lead a team of colleagues and to help individual staff members fulfill their potentials.
- Able to resolve conflict in a constructive manner.
- Able to nurture personal and institutional relationships in an intercultural context.
- Able to see the big picture, think strategically and work collaboratively to reach the school's goals, carrying out the dual mandate of theological and cross-cultural training as well as a retreat and educational facility that furthers the objectives of the corporation.
- Able to discern, lead and take-action in areas of growth for the centre, in collaboration with other institutions where necessary, and a demonstrated ability to present and champion the value and needs of the centre internally and externally as is necessary.
- Able to respectfully participate in, and lead, both Christian and traditional spiritual practices.
- Able to offer sensitive spiritual leadership of discerning where each person is in their spiritual growth and when the community, or an individual, requires the spiritual nurture of prayer, smudge, Holy Communion, or other ceremony.
- Able to work with a Keepers of the Vision in a cooperative and collaborative fashion.

### Knowledge and Skills

- Able to teach and lead effectively using traditional Indigenous wisdom-based perspectives, and de-colonized educational methods.
- Able to bring theological perspective and understanding to policy, practices, and programs.
- A demonstrated understanding of issues of racism, sexism, post-colonialism, and diversity.
- Able to coordinate an effective educational program that uses a variety of methods suitable to students with varying learning styles, and levels of formal education.
- Has a knowledge of, and ability to network with, the North American, and global network of Indigenous theological schools, other relevant organizations, and of the lively issues currently being discussed.
- Able to work well within an ecumenical and interfaith context.
- Able to recognize abuse in its diverse forms and provide a safe place for students, staff, and guests.
- Computer competency, and an ability to network using social media and other internet- based forms of communication and community-building.

**Administration**

- Able to effectively oversee the administration of an organization, including the safe and orderly management of records.
- Able to effectively oversee and manage an annual budget of approximately \$650,000.
- An ability to draft, seek appropriate approval for, and implement policies and procedures.
- Able to manage time effectively, work to a deadline and follow through with commitments.
- An ability to write grant proposals and coordinate promotional and fundraising efforts.

**Personal**

- Able to speak openly, and positively, of their personal Christian faith and of their walk in the way of traditional spiritual traditions.
- Able to take to heart the Seven Sacred Teachings, and the counsel of the Elders, and act accordingly.
- Able to be inter-personally sensitive, hospitable, and welcoming.
- Able to work effectively and respectfully within highly ambiguous situations.
- A predisposition to listen, hear, and model openness to other ideas.
- Able to be a self-starter in their work, and a self-directed learner in their own development.
- Able to be constructively self-critical and to be held appropriately accountable for their actions.
- Able to exercise appropriate, wholistic self-care.
- Able to maintain appropriate personal and professional boundaries, and to insist that staff, students, and guests of the school do so, as well.
- Able to travel in order to fulfill work responsibilities.

**Compensation:**

**Salary:** Starting salary to be negotiated.

**Pensions and Benefits:** Through participation in the Pension and Benefit Plan of the United Church of Canada.

**Continuing Education & Book Allowance:** \$1,500 per year

**Travel Allowance:** as per the annual rate, and policies, set by General Council. 55 cents per kilometer in 2023 (does not apply to travel between work and home).

**Application instructions:**

To apply, send your resume and cover letter to [rebecca@sandysaulteaux.ca](mailto:rebecca@sandysaulteaux.ca). Applications will be reviewed as they are received. Only candidates selected for an interview will be contacted. The application process is open until filled.

**Learn more about Sandy-Saulteaux Spiritual Centre:**

“The Earth is Our Faculty” describes our orientation in education. The earth produces our language, our elders read the lessons of the earth and create our cultures. We have lived well for many millennia in this land.

The United Nations Declaration on the Rights of Indigenous Peoples guides our work in leadership development and connection to the land. The educational mandates contained in Canada’s Truth and Reconciliation Commission’s Calls to Action are taken seriously and are embedded in our curriculum and program work. The Calls to the Church, prepared by the Caretakers of Our Indigenous Circle, expresses our vision for the ongoing development of Indigenous Peoples’ mission and ministry and communities of faith within The United Church of Canada.

Our learning circle and community-based education model has led the way in providing an Indigenous approach to learning and has fostered respect and engagement of non-Indigenous people, churches, schools and social agencies.

SSSC trains Indigenous community lay leaders in helping and healing capacities. We also train people for Indigenous leadership roles in The United Church of Canada and other churches. We affirm a style of leadership appropriate to Indigenous culture and the Indigenous church experience. We are constantly testing curricula and approaches to increase our effectiveness in our Indigenous context. As social contexts continue to evolve, so too does our approach to ministry education. We seek innovative approaches to reimagining ministry education.

Sandy-Saulteaux Spiritual Centre is an expression of The UCC apology. The door is open to the Indigenous self-determination articulated in the Calls to the Church, including Indigenous self-theologizing. SSSC ministry development is a student-centered, andragogical approach and not the parental pedagogy of the colonial approach. The Learning Circle is a place where every student is a teacher and every teacher a learner. Students are supported in and by community, by the Keepers of the Learning Circle, resource people, LC elders, and community Vision Keeper mentors.