**Director of the Office of Spiritual and Religious Life and University Chaplain (528067)**

The Director of the Office of Spiritual and Religious Life (OSRL) and University Chaplain serves as a primary campus leader on issues of faith, spirituality, conscience, belief systems, and religion within the broader academic setting of Brandeis University. Given Brandeis’ history as a non-sectarian university with a historic connection to the American Jewish community, the Director of OSRL and University Chaplain is not required to have a specific denominational affiliation, nor does the position have ongoing denominational responsibilities. Instead, the Director leads and supervises the campus’ denominational chaplaincies, manages the campus’ religious spaces (including the chapels), initiates and sustains OSRL’s service commitments, provides non-proselytizing educational opportunities, and serves as the campus’ spiritual and religious leader for ceremonial university functions. In sum, the Director of OSRL and University Chaplain has a responsibility to serve and engage the broader spiritual and religious communities of Brandeis as well as those who have no professed religious or spiritual tradition. The OSRL is comprised of chaplaincies from the Jewish, Catholic, Protestant, Muslim, and Dharmic traditions. The Director of OSRL reports to the Vice Provost for Student Affairs (located within the Office of the Provost) and directly supervises the chaplains (with a dotted line to the Jewish Chaplaincy located within Hillel). Brandeis has a strong Jewish community, and the position will require strong partnership between the Director and Hillel.

**Responsibilities include:**

* Management and Leadership of the OSRL.
* Serves as primary supervisor for the Catholic, Protestant, Muslim, and Dharmic Chaplains.
* Directly supervises the chaplains (with a dotted line to the Jewish Chaplaincy located within Hillel).
* Establishes and maintains participation guidelines for affiliate chaplaincies (e.g., Chabad, LDS Institutes, Intervarsity, Navigators)
* Schedules and maintains all chaplaincy spaces and buildings.
* Hires, expands, and terminates chaplains as needed.
* Works with the Office of Institutional Advancement, as well as any other relevant campus stakeholders, to fund raise for the OSRL and its chaplaincies.

**Campus Engagement:**

* Facilitates collaboration between the chaplains and Brandeis staff and faculty to provide diverse and robust co-curricular learning opportunities around religion and spirituality broadly understood.
* Surveys incoming graduate and undergraduate students regarding spiritual and religious life needs prior to arrival.
* Provides ongoing assessment of spiritual and religious life needs of the campus.
* Participates in educational outreach about the chaplaincies and spiritual and religious life broadly considered (e.g., orientation, classroom discussions, etc.)
* Sustains a social media and web presence for OSRL.
* Collaborates with other stakeholders on campus to raise the visibility of the chaplaincy through co-sponsorships, public talks, and public events.
* Providing campus leadership at standard university events (baccalaureate, commencement, etc.)
* Spiritual Care o Provides campus leadership for those ceremonial or service situations requiring the presence of official clergy.
* Participates in teams that support student emotional health and well being, particularly the campus CARE team. If acceptable to academic leadership, provides representation from OSRL on the Committee for Academic Standards (COAS).
* Develops and maintains clear written protocols for the campus chaplains for student crisis situations, including but not limited to suicide prevention, serious mental or physical health issues, and modeling best practices in collaboration with the Vice Provost of Student Affairs and the CARE team.

**Minimum requirements for the position:**

* Master of Divinity or similar degree
* 10 years of relevant or transferable work experience
* Must be able to pass an employment background check
* Budget management experience
* Experience in interfaith work: dialogue, collaboration, etc.
* 5-7 years of supervisory experience

**Desired qualifications:**

* Terminal degree in relevant field
* Verifiable ordination or recognition as clergy in a religious/spiritual tradition (Note: Clergy Housing Allowance available only to those with verifiable ordination or recognition as clergy.)
* 5-7 years of experience with educational programming
* 5-7 years of experience in higher education setting
* Fundraising and/or grant-writing