



Interim Campus Minister **Part-Time Term, August 2025 - June 2026**

Expected schedule*: Monday, Wednesday, Friday

*Flexibility may be possible

About Sacred Heart School of Halifax

A top independent school in Atlantic Canada, and one of Nova Scotia's only Catholic schools, Sacred Heart School of Halifax has been teaching the whole child — mind, body, and spirit — for over 176 years. Our iconic campus in the heart of Halifax offers a diamond model of education: co-ed in JP-Grade 6, single-gender in Grades 7-9, and co-ed in Grades 10-12. With a global network of schools around the world, a rich and proud history, and a strong and unique set of core values, we offer not just an education but an experience that is unparalleled in this region. Sacred Heart School of Halifax is proudly accredited by Canadian Accredited Independent Schools (CAIS) and the Sacred Heart Commission on Goals (SHCOG). Visit us at www.shsh.ca.

About the Role

We are searching for a Campus Minister who understands a school community that is both Catholic and independent, and who seeks to serve our community in a way that is consistent with Sacred Heart's heritage and tradition. This is a term position from August 26, 2025, to June 20, 2026.

Our Sacred Heart Campus Minister will bring a love of youth and an ability to reverently and enthusiastically advance the spiritual lives of our religiously diverse student body and community. Responding directly to the Head of School, our Campus Minister will work collaboratively with our faculty, staff, and Leadership Team to support various areas of school life. Our Campus Minister will assist in preparations for liturgies and retreats and will lead and empower others to lead spiritual reflections. Our Campus Minister will also work collaboratively with faculty and staff in support of community outreach activities and service opportunities, locally and internationally, and work within the scope of the [Goals and Criteria of Sacred Heart Education](#).

Primary Duties

- Ensure activities are aligned with Sacred Heart Schools' Goals and Criteria, with a particular focus on Goal One: a personal and active faith in God, and Goal Three: social awareness that impels to action.
- Schedule and coordinate the planning of liturgical celebrations, morning prayer, and full-school masses.
- Support the Elementary and Senior School Religious Studies teachers by providing materials and leading in-class activities as needed.
- Lead the planning of the Senior School Advent Service, with the support of the Senior School Liturgy Committee and Religious Studies teachers.
- Serve as a member of the Education to Mission Committee.
- Facilitate and lead the Elementary and Senior School Campus Ministry Club.

- Develop, plan, and facilitate various grade-level, employee, and community spiritual retreats.
- Assist in offering opening prayers or reflections for employee meetings and assemblies.
- Attend all employee meetings, liturgical celebrations, and professional development sessions.
- Address items specific to Campus Ministry as articulated in the Sacred Heart Commission on Goals Action Plan, developed by faculty and staff in the spring of 2025, and develop a Formation to Mission Plan for our community.
- Engage colleagues, students, and families in spirituality and service activities.

The ideal candidate will have:

- Post-secondary degree and experience in schools, parishes, or related fields.
- Knowledge of Catholic sacraments, theology, and liturgical practices (Post-Vatican II).
- Ability to be ecumenical and inclusive of children and adults from all faith traditions, engaging and empowering students of all ages to take an active part in prayer and celebrations.
- Excellent interpersonal and relationship-building skills, an ability to build rapport with and engage people from diverse religions, backgrounds, and cultures, and excellent planning and organizational skills.
- Ability to take initiative and work independently while also valuing collaboration and teamwork.
- Excellent communication and presentation skills, both verbal and written.
- Ability to listen, learn, and make connections on campus and throughout the Network while building and maintaining trusting relationships.
- A clear and active commitment to the [educational philosophy of Sacred Heart Schools](#).

Interested applicants should send their résumé accompanied by a cover letter to careers@shsh.ca. The deadline to apply is **June 8, 2025**. Only candidates selected for an interview will be contacted.

We offer:

We offer a competitive salary, a comprehensive benefits package including health and dental insurance, and a wonderful work environment.

We encourage applications from Indigenous People, African Nova Scotians, and other racially visible persons, persons with disabilities, and women. If you are a member of one of these equity groups, you are encouraged to self-identify in your cover letter or resume.

Conditions of Employment:

The successful candidate will be required to complete a Criminal Background Check, Vulnerable Sector Check, a Child Abuse Registry Clearance, and a reference check.