



## ***Culture and Spiritual Formation Coordinator***

Position title: Culture and Spiritual Formation Coordinator  
Job Status: Full-Time  
Classification: Exempt  
Reports to: Executive Director of Human Resources  
Written By: EVP and EDHR

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### **Mission**

*The mission of Red Cloud Indian School (RCIS), a Catholic Institution administered by the Jesuits and the Lakota People, is to develop and grow as a vibrant Church, through an education of the mind and spirit that promotes the values of the Lakota Culture. RCIS include two elementary schools, a high school, Heritage Center, and six parishes on Pine Ridge Indian Reservation in SW South Dakota. By integrating both Lakota culture and heritage with spiritual beliefs from the Lakota and Catholic traditions, RCIS aims to educate both the mind and the heart of its students, creating leaders of tomorrow with competence, conscience, and compassion.*

### **Summary**

The Culture and Spiritual Formation Coordinator is responsible for promoting cultural values, traditions, and beliefs that support the Lakota and Ignatian Catholic mission. The position creates an environment where staff affirm and appreciate their culture of origin while also developing a fluency in both cultures. The coordinator will report to the Director of Human Resources.

The ideal candidate will possess:

#### **Culture**

- strong knowledge base of cultural diversity
- an appreciation of different faith perspectives
- an appreciation for different communication styles
- a strong understanding of Lakota values
- a strong understanding of Lakota teachings
- a strong understanding of Lakota traditions
- a strong understanding of the Catholic faith and religious practices
- a strong understanding of Catholic feast days and their meaning
- A cultural competence: the ability to understand, appreciate and interact with people from other cultures and/or religious backgrounds.



## Essential Responsibilities:

### **Training**

- Individuals seeking Red Cloud Employment: Provides materials and guidance to those seeking employment, building awareness of and appreciation for our rich cultural and spiritual heritage in all that we do;
- Red Cloud Employee Onboarding: Onboards new employees with our richly diverse Lakȟóta/Ignatian Catholic culture, faith, identity and mission;
- Red Cloud Employee Professional Development around Mission: Develops and provides organized training and formation to all employees e.g., Mission and Motion, etc., in the diversely rich mission and identity at the spiritual core of working at Maḥpíya Lúta – Red Cloud;
- Red Cloud Coordination with Other Ministries around Missions: Coordinates and supports cultural, spiritual and formational experiences and retreat opportunities across the organization and its departments;

### **Board and Province**

- Coordinates with the Mission and Identity Committee of the Board of Directors;
- Collaborates with the UMI Province Pre-secondary and Secondary Education Office and with the Jesuit Schools Network for utilization of formational programs;

### **Budget and Audit**

- Creatively works to establish ways to track organizational growth in our complex and rich spiritual identity and mission;
- Yearly assessment of Mission Integration/Truth and Healing in Parish, Schools, and The Heritage Center education programs.
- Oversees budget, goals, and objectives related to Spiritual Formation efforts.

### **Physical requirements**

Ability to sit at a desk and use a personal computer, telephone or other desktop office equipment-85% of work time, walking—10% of work time, bending at the waist and lifting less than 5 lbs.-3% of work time, bending at the waist and lifting 5-15 lbs. 2% of work time.

Certification: I have read and understand the preceding job duties, specifications, requirements, and accountabilities, and agree to execute the same in a manner that promotes equality of opportunity, dignity and due respect for all, consistent with the Mission of the Red Cloud Indian School, Inc.

To apply:

Send application to

Brenda Bad Heart Bull



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