



SISTERS *of* ST. JOSEPH *of* TORONTO

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## **JOB POSTING**

### **Vocation Animator**

The Sisters of St. Joseph is a Roman Catholic Congregation of women religious responding to the call to serve others. They strive to be in union with God, their neighbour and creation. Their beginnings can be traced back 350 years to France.

Today, the Sisters' works/ministries have evolved from larger institutions to forms of service that relate more closely to the homeless, the alienated, the economically poor, women at risk and the earth.

The Sisters have also initiated creative collaborations with other religious congregations and laity that have resulted in, among others, much needed affordable housing and assistance to newcomers to Canada and awareness raising of new societal issues such as human trafficking.

*"Celebrating our Oneness with God, Creation & Neighbour."*

#### **Position Overview:**

Reporting to the Congregational Leader, the Vocation Animator works with members to create a culture of vocation rooted in baptism within the Archdiocese of Toronto. Acting on behalf of the Congregation of the Sisters of St. Joseph of Toronto, the position promotes the history, mission and values of the life and ministries of the Sisters inviting others to join with them as Consecrated Religious, Associates, and/or Volunteers. The position works closely with the Pre-Candidate Director helping persons discern their vocation in life.

## **Key Responsibilities:**

Become well versed in the history, spirituality mission and ministry of the Congregation;

Be informed about the external trends and realities in church and society to share with Vocation/Formation Committee and Leadership team where necessary and appropriate.

Work collaboratively with other partners in mission such as Communication, Associates, Volunteers and CSJ Ministries.

Work closely with the Pre-Candidate Director in vocation ministry and with inquirers.

An active participant and member of the Federation of Sisters of St. Joseph of Canada Vocation Animation Committee.

Promote the Congregation in parishes, high schools, colleges and universities, and appropriate events to engage persons in the vision of the charism, spirituality, mission and ministries of the Congregation;

Assess with contacts/inquirers their sense of call and how they can best use their gifts and desires to participate in the life and ministry of the Congregation. Refer them to the appropriate person for further discernment.

Able to assess, with contacts their sense of call and how they can best use their gifts and desires to participate in the life and ministry of the Congregation.

Identify and participate in planning and carrying out promotion events both internal and external to the Congregation;

Collaborate with Directors of other Congregations to sponsor, create and participate in events, attending meetings as required;

Prepare a detailed written report for the Congregational Leader monthly, and other reports, both written and oral, as required;

Participate in professional development opportunities such as workshops, conferences, and seminars, register all participating in conferences and events;

Maintain accurate and confidential files, keeping office and materials in an appropriate manner, while managing the ministry expenses and budget.

### **Qualifications and Personal Attributes:**

- Roman Catholic with a degree in a relevant field e.g. Religious Studies, Psychology, Theology, or Education. Courses in Spiritual Direction an asset.
- Ministry experience, including extensive knowledge of Catholic Social teaching, awareness of social justice issues, and sensitivity to the roles that laity and religious play in the Church.
- Familiarity with the charism and mission of the Sisters of St Joseph of Toronto, and/or an ability to enter into the spirituality and mission of the Congregation.
- A highly resourceful and collaborative leader, who is creative by nature, and is willing and able to work independently when required.
- Excellent oral and written communication skills, including the ability to articulate ideas and communicate effectively when in public.
- Demonstrates an understanding of interculturality, intergenerational and inter-congregational living.
- Strong technological capabilities, able to make best use of social media outlets.
- Superior planning, administrative and organizational skills.
- Sound judgement, flexible, exercises a common-sense approach, while maintaining confidentiality and personal integrity.
- Self-aware, with a commitment to personal faith and spiritual growth.
- Parish experience with the Archdiocese would be an asset.

**The successful candidate must be able to work some evenings and weekends when required. A valid driver's licence and access to an automobile would be considered an asset.**

**External Candidates please apply in writing by March 30, 2026.**

**Resumes may be faxed (416) 429-7921 or emailed to [CSJHR@csj-to.ca](mailto:CSJHR@csj-to.ca)**

*The Congregation of the Sisters of St. Joseph of Toronto values inclusivity and diversity in the workplace. We are committed to providing accessible employment practices in compliance with the Accessibility for Ontarians with Disabilities Act (“AODA”). If you require accommodation during any stage of the recruitment process please notify Human Resources @ [CSJHR@csj-to.ca](mailto:CSJHR@csj-to.ca)*

While we thank all applicants, only those selected for an interview will be contacted.  
Any information obtained during the course of recruitment will be used for  
employment recruitment purposes only.