

# The Jesuit Institute

## JESUIT SCHOOLS IGNATIAN FORMATOR

### JOB DESCRIPTION

#### Overview

The key responsibility of the Ignatian Formator in Jesuit schools will be to ensure that the Jesuit Mission and Identity is kept vibrant and alive in the midst of the school community. A school's Jesuit Mission and Identity is rooted in the Ignatian charism of the Society of Jesus. The key purpose of this post is to ensure that staff members are clearly and effectively introduced to and formed in the Ignatian charism, and that staff, students and student's families are given opportunity to experience and practise Ignatian Spirituality. In undertaking this role, the Schools Ignatian Formator will work closely with the Schools Officers and the local school chaplains and will be supported in this, as required, by the Jesuit Institute (JI) team.

The purpose of these new appointments of regional Schools Ignatian Formator is to strengthen the Ignatian formation of staff. The role the Schools Ignatian Formator performs will be different in each school. The scope of the role in each school will be agreed between the school (leadership and chaplaincy teams) and the JI Schools Officer.

The Schools Ignatian Formator will provide this distinct service to each Jesuit school and its staff. The formator is not responsible for the overall coordination of the Catholic and Ignatian life of the schools (this responsibility lies with each school's chaplaincy team) but s/he will serve to support, resource and strengthen the staff's understanding and participation in that life.

#### Core responsibilities

It is expected the postholder will undertake their role in the following ways.

1. Work with the Schools Officers, local school chaplains and staff to explore creative ways to keep the Ignatian charism relevant and part of the liturgical, teaching and communal life in the school by:
  - tailoring as appropriate and presenting a formation programme called *Shared Vision*, which will be offered corporately across all schools throughout the year
  - identifying and responding to needs within the local context for the ongoing formation of staff, both individuals and groups. This will require a degree of creativity and flexibility.
2. Supported by the Schools Officers, work with new school staff to ensure they have:
  - a good understanding of what it means to be in a Jesuit School
  - a good overview of the history of the Jesuits rooted in the life of Ignatius
  - a sense of how Jesuit Education connects with other Works in the British Province and with the global Ignatian educational network
  - a strong sense of an Ignatian pedagogy and how to integrate this into their practice

3. Liaise with the Schools Officers, colleagues in the Schools Ignatian Formators team and working, as required, with members of the JI team, to create opportunities for school staff, students and families to:
  - discover more about Jesuit Mission and Identity in education and Ignatian 'ways of proceeding'
  - taste and deepen experience of Ignatian spirituality
4. Liaise with and work alongside the School Chaplain(s) to:
  - identify ways the Ignatian pedagogy and spirituality can support and enhance engagement with the eight domains in the model of school chaplaincy (encounter with the person of Jesus Christ/personal philosophy of life/prayer/worship/social outreach/leadership/involvement in the life of the Church/pastoral care)
  - build relationships with existing staff, as appropriate, to support and deepen their own faith journeys, particularly in relation to their experience of Ignatian spirituality

As this is an entirely new role, this list of responsibilities will no doubt evolve and develop over time, in discussion with the Schools Officer and the JI Director

### **Location**

The Schools Ignatian Formator will be a member of the JI Schools team, contracted as an employee of Jesuits in Britain CIO, and will be assigned to work in one of three regional hubs (London, Glasgow, Lancashire). S/he will be expected to work with all the Jesuit schools in their designated hub area. The postholder will be expected to allocate time and resources as appropriate to meet the needs of each of the schools within the hub area.

### **Hours of Work**

This post is advertised as a full-time role, and the postholder will be expected to work a flexible 35 hour week. We would consider making a part-time appointment if appropriate.

### **Holiday entitlement**

The post holder will be entitled to 25 days a year of paid annual leave plus bank holidays. This annual leave must usually be taken during the school holiday period.

### **Salary**

Starting salary £41,300.

### **Key relationships**

The post holder will be accountable to, and line managed by, the Schools Officer who, in turn, reports to the JI Director

Other key relationships:

- a supportive working relationship with the local school chaplain(s) and a collaborative relationship with the local Jesuit community is essential
- the post holder will also meet regularly, and work closely, with the Schools Officer and with the Schools Ignatian Formator team
- the post holder will also meet with the Delegate for Education as required

## **Professional development**

The postholder will:

- be in ongoing spiritual direction
- receive Ignatian based supervision
- make an annual 6-8 day Ignatian retreat\*

*\*An additional leave allowance of 6 days is offered to make your retreat at a location of your choice, subsidised up to the cost of a St Beuno's retreat (usually to be made during the school holidays).*

## **Starting date**

Ideally Monday June 1st 2026 (but could be negotiable)

## **PERSON SPECIFICATION**

The Jesuit Institute is a work of the Jesuits in Britain (Jesuits in Britain CIO), a registered charity in England & Wales (1207742) and Scotland (SC053495).

The Jesuit Mission and Identity of our schools is rooted in the Spiritual Exercises of Ignatius Loyola, at the heart of which is a journey towards getting to know Jesus more clearly, in order to love him more dearly and follow him more nearly.

The Ignatian Formator will therefore need to have, or to develop, a deep understanding and lived experience of the Spiritual Exercises, which will form the basis for igniting and sustaining the Jesuit Mission and Identity of the schools.

The successful candidate is likely to have / to be:

1. educated to degree level (or able to demonstrate equivalent experience)
2. committed to their own Christian faith and practice of Ignatian spirituality
3. to have made, or have a desire to make, the full Ignatian Spiritual Exercises
4. experience of, and/or training in, pastoral care
5. able to listen and to accompany others in their faith journey both 1:1 and in groups
6. confident introducing others to ways of praying and facilitating faith sharing
7. attuned to the 'signs of the times' and how to connect Ignatian spirituality to real world challenges
8. a strong understanding and appreciation of Catholic faith and practice
9. enthusiastic about, and with some experience of, working both in adult formation and with young people (ideally in a school setting)
10. committed to the paramount importance of safeguarding and hold an up-to-date Enhanced DBS certificate (or PVG disclosure, if based in Scotland)
11. creative with an ability to adapt approach and language to different groupings and needs
12. an effective and engaging communicator
13. a good team player
14. well organised and a good administrator with appropriate IT skills