Massachusetts Institute of Technology

POSITION TITLE: Program Coordinator for Interfaith Engagement (part-time)
DEPT/SCHOOL: Office of Religious, Spiritual, and Ethical Life (ORSEL)
REPORT(S) TO: Chaplain to the Institute, Associate Dean, ORSEL

POSITION OVERVIEW STATEMENT:
Reporting directly to the Chaplain to the Institute/Associate Dean, the Program Coordinator will oversee the Division’s interfaith programs, promote interfaith engagement, and foster an open and inclusive environment that honors the diversity of the MIT community’s religious, spiritual and ethical traditions.

ROLES AND RESPONSIBILITIES:

MIT Community Interfaith Engagement and Religious Pluralism
The Program Coordinator will work to improve the ability of the MIT community to create global citizens by promoting: 1) interfaith literacy, 2) interfaith social capital and 3) an intentional culture of religious pluralism. The Program Coordinator will work with the Chaplain to the Institute and other stakeholders to:

- Assist the Chaplain to the Institute in creating and maintaining a student advisory board for ORSEL comprised of representatives of MIT’s religious and spiritual student groups;
- Assess and advocate for the needs of religious minorities;
- Develop programming to promote and enhance community standards of interfaith literacy and hospitality—especially for incoming students;
- Foster interaction, collaboration and joint social events between various religious student groups;
- Create opportunities to combine interfaith engagement with service learning;
- Maintain active relationships with religious and spiritual life professionals at other universities locally and nationally for sharing of best practices and joint programming opportunities;
- Engage the community of chaplains in meaningful conversation and joint programming.

Addir Fellows Interfaith Dialogue: One prominent responsibility of the Program Coordinator is the oversight of MIT’s exemplary and long-standing interfaith dialogue program, the Addir Fellows. This oversight includes:

- The recruitment of students who make a year-long commitment to the program;
- The design and implementation of diverse, interfaith small groups that meet weekly for dialogue;
- The organization of semesterly off-site retreats that promote interfaith social capital and
religious pluralism learning outcomes;

- Coordination with partner staff in in the Office of Multicultural Programs (OMP) and the Student Organizations, Leadership, and Engagement office (SOLE) to provide training for Addir Fellows in leadership and communication across difference;
- Creating and publicizing public interfaith lectures featuring speakers and panels that promote interfaith literacy and showcase religious, spiritual and secular diversity;
- Organizing opportunities for experiential learning through site visits to various religious houses of worship;
- Acting as a liaison and staff mentor to the Addir Interfaith Engagement Association student group which has the mission of promoting greater harmony, connection and empathy across the full spectrum of religious, spiritual and secular identities within the MIT community;
- Recruiting and supervising graduate students from Harvard Divinity School (or other local divinity/theology schools) for nine-month internships serving in the Addir program.

SUPERVISION RECEIVED
Supervision is received from the Chaplain to the Institute.

SUPERVISION EXERCISED
Within the Addir Fellows program, the Assistant Chaplain supervises annually:
- One MIT Graduate Community Fellow;
- One or two divinity school graduate field education students.

QUALIFICATIONS

- Bachelors degree required
- 3-5 years of experience in higher education preferred
- Excellent leadership, interpersonal and communications skills
- Understanding of diverse religious traditions and successful strategies for interfaith engagement
- Understanding of and experience in young adult development
- Experience in program development and inclusive community building
- Successful completion of a background check is required

TO APPLY
Contact Thea Keith-Lucas, Interim Chaplain to the Institute (theakl@mit.edu).