



CATHOLIC CONFERENCE OF OHIO

Employment Opportunity

Date: December 20, 2022

Deadline: Until Filled

Position: Associate Director, Social Concerns

Status: Fulltime

Location: Columbus, Ohio – www.ohiocathconf.org

Job Summary:

The Associate Director for Social Concerns provides leadership and advocacy for the Conference's activities related to social concerns and respect life. The position includes convening the diocesan offices of social action, social services (Catholic Charities), and respect life. The Associate Director implements statewide responses to the Catholic Church's social teaching. This is done primarily by monitoring, evaluating, and proposing responses to legislative and public policy issues, particularly on the state level, that impact the lives of Ohioans, born and preborn. The Associate Director also works with the Executive Director in convening directors of public policy of Catholic health systems with hospitals in Ohio. Administratively, the Associate Director reports to the Executive Director of the Conference.

Essential Responsibilities:

- Develops, coordinates, and implements the programs and objectives of the department; proposes plans and programs for advancing the department's needs and interests.
- Leads diocesan wide meetings, including diocesan offices addressing issues related to respect life, minority concerns, immigration, prison ministry, rural life, and care for creation.
- Serves as a registered lobbyist with the State of Ohio and represents the Conference in close coordination with the executive director
- Develops and implements a timely and effective communication network regarding legislative and social justice information. This includes coordination of a legislative network.
- Reviews and monitors federal, state, and local laws, rules and regulations which affect or relate to Catholic social justice teachings and diocesan social concerns agencies and/or programs.
- With the executive director, advises the Board on public policy matters affecting the Church and of concern to the Church at the state level
- Prepares a legislative update for meetings of the Board of Directors
- Networks, as appropriate, with the following groups:
 - United States Conference of Catholic Bishops (USCCB): Department of Justice, Peace and Human Development, Migration and Refugee Services, Justice for Immigrants, Secretariat of Pro-Life Activities and Office of Government Relations.
 - Catholic Charities, USA
 - National Committee for a Human Life Amendment (NCHLA)

- Catholic Relief Services
- Ohioans to Stop Executions (OTSE) and Catholic Mobilizing Network Ending the Death Penalty
- Catholic Climate Covenant
- Other faith-based and/or community groups promoting the same issue(s) as the CCO
- Other state Catholic Conferences
- Maintains and develops resource and research needs concerning social concerns related issues
- In consultation with the executive director, responds to the media regarding social concerns issues on which the Church or the Board of Directors has a stated position
- Submits matters requiring a policy decision to the Executive Director for referral to the Board of Directors
- Submits departmental matters requiring legal analysis to the executive director for referral to the Conference's legal counsel
- Performs other duties as assigned by the Executive Director
- Willingness to work an occasional evening or weekend

Other Job Responsibilities:

- In conjunction with the Executive Director, convenes public policy directors from the Catholic hospital systems serving Ohio.
- Networks, as appropriate, with Catholic health-related groups including the National Catholic Bioethics Center and CHA

Job Qualifications:

- Understanding of the Catholic Church and commitment to its teachings; willingness to contribute to the mission of the Catholic Conference as an interdiocesan agency serving the Catholic dioceses in Ohio
- Strong understanding of and commitment to Catholic moral and social teaching
- Ability to function as a registered lobbyist in the State of Ohio and to advocate on behalf of the Church before the General Assembly and agencies of state government
- Ability and willingness to work both independently and collaboratively and to interact with individuals and groups
- Strong interpersonal and organizational skills
- Strong skills in oral and written communication

Education:

Bachelor's degree required – advance degree preferred.

To Apply:

Send letter of interest, resume, one work sample, and three references to: Kathleen Finnegan admin@ohiocathconf.org. Contact the CCO office at (614) 224-7147 with any questions.