



## **Formator Job Description**

**Job Title:** Formator  
**Reports To:** Director of Formation

### **SUMMARY**

A Formator begins their tenure in training and shares responsibility in the continuation of Christ in the City's mission. They collaborate with the formators to preserve the mission and spirit of CIC in all its activities, programs, and services. They help to oversee the integral well-being of the missionaries, including their spiritual life, human formation, community life, intellectual formation and apostolic projection with people in need, volunteers, and the greater community. They do so by being available to the missionaries and offering accompaniment, resources, and opportunities for their daily Christian lives.

In order to accomplish this, Formators spend the first two years of their employment primarily in their own formation. These include 1) a time of training accompanied by experienced formators, 2) practicum within the mission of CIC, and 3) ongoing studies, potentially including master's degree or master level classes. While CIC seeks to provide the resources for this training and development, the formator in training is the primary agent of their personal formation according to the mission and spirit of CIC.

After two years of training, the Formator in training takes on all the responsibilities of the Formator position. For this job description, see the Senior Formator [Job Description](#).

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Towards the missionaries:

- Collaborate with the formators to implement the formation program for missionaries
- Attentiveness and guidance for the integral well-being and growth of missionaries
- Offer a personal example of apostolic availability in daily life, particularly toward the missionaries
- Facilitate moments of encounter within the community
- Assist the Director of Formation in evaluating applicants for the year of service
- Participate in the formation of the staff according to CIC's mission and spirit
- Create and constantly renew a culture that is consistent with the identified mission, vision, guiding principles, and values of the organization

Their Own Formation:

- Dedication to deepening spiritual life and relationship with God
- Proactivity in their own spiritual and human growth (e.g., spiritual direction, counseling, or other resources for continued maturation and sanctity)
- Proactivity in studies regarding their academic pursuits as well as the CIC handbooks, formation plan, and materials
- Familiarity with our mission with the homeless
- Seeking conversations and training from the experienced formators

## **OTHER DUTIES AND RESPONSIBILITIES**

- Provide personal support for the missionaries in unforeseen situations
- Promptly respond to requests for spiritual guidance
- Participates effectively as a team member through communication, cooperation, information sharing and problem solving
- Offer spiritual resources to nourish the interior life of the missionaries
- Outreach to the greater community will require traveling by plane and long road trips
- Assist with community life, which may include cooking, cleaning (including bathrooms), caring for the sick in the house, exercising, walking a pilgrimage (50 miles in 4 days), camping and sleeping on the floor, driving, organizing house items, and manual labor (e.g., moving furniture and carrying donations)
- In the spirit of family, assist other staff with their duties and responsibilities

## **QUALIFICATIONS**

- Studies in theology
- Experience in pastoral ministry or missionary life
- Openness to participation with the Christian Life Movement (CLM)
- Awareness and integration into the CIC mission

## **NECESSARY SKILLS**

- Emotional intelligence and maturity
- Critical thinking based on Catholic criteria
- Active listening
- Teaching and public speaking
- Ability to provide guidance and motivation based on Catholic criteria
- Ability to facilitate community living, especially by means of dialogue and sharing
- Social perceptiveness
- Reading comprehension for theological and spiritual texts
- Complex problem solving and conflict resolution
- Prudent judgment and decision making
- Flexibility

*This is a full time paid position that includes benefits, starting in July 2022.*

*If interested please fill out [this Questionnaire](#) and send your CV, cover letter and letter of recommendation from your parish priest or spiritual director to [jobs@christinthecity.org](mailto:jobs@christinthecity.org)*