



POSITION DESCRIPTION

FULL-TIME TEAM MEMBER BEGINNING OCTOBER 1 2002

Terms of Appointment:

The term of the appointment will be two years. The starting date for this position will be October 1, 2002. Time is granted for an annual retreat and for four weeks annual leave. Arrangements for the timing of retreats and holidays will be made in consultation with the Team and in consideration of the needs of the ministry.

Areas of work in the organisational systems of MIC are to be found in the advertisement for this position. Responsibilities are assigned to team members according to the skills, experience and qualifications.

All Team Members are accountable to the Director of Mercy International Centre.

Qualifications:

At this time, Sisters of Mercy are being sought to replace those who, having completed their time of appointment at MIC, are leaving the Team.

New Team Members are needed who are able to:

- be gracious and open to all
- be enthusiastic about the Charism of Catherine McAuley
- be keen to communicate the spirit of the Charism
- have a strong commitment to the vision of Mercy International
- respect diverse cultural perspectives
- possess a high level of flexibility
- see the humorous side of life
- be well organised and flexible
- work within the organisational systems in operation
- be easy and friendly in communication
- work alone or with other team members
- work cooperatively with the Director and other members of staff

Remuneration: An annual stipend of £10,300 is paid quarterly to each Team Member



**APPLICATION
FULL-TIME TEAM MEMBER**

Name: _____

Address: _____

Phone: **Home:** _____ **Work:** _____

Fax: **Mobile** _____

Email: _____

Congregation/Province/Region: _____

Date of First Profession: _____

Date of Birth: _____

Current Ministry: _____

Current Position: _____



Please accompany this form with two references – one from your Congregational Leader and the other from someone who has recently supervised your work or worked on Team with you. Please also include a Curriculum Vitae..

What do you consider could be your greatest contribution to the MIC Team?

For the qualities and skills named as necessary qualifications for this position how would you rate yourself on a scale of 1-10 for each ?

Graciousness	Openness
Enthusiasm	Commitment to the Charism
Organised	Flexible
Work creatively	Good communication skills
Initiating	Administration skills
Easy	Friendly
Able to work alone	Able to work on a team
Respectful of diverse cultures	Capacity for work
Commitment to the vision of Mercy International Centre:		

Signed..... Date.....