



AN INFLUENTIAL POSITION FOR A DYNAMIC LEADER
SISTERS OF CHARITY FEDERATION
EXECUTIVE DIRECTOR

The Sisters of Charity Federation Executive Director, as senior executive officer, represents the 13 member congregations which trace their origins to Elizabeth Seton and/or derive their spirit and charism from Saints Vincent de Paul and Louise de Marillac.

The Charity Federation seeks a Sister of Charity who . . .

- ❖ shares the Federation vision, mission and priorities
- ❖ assists the Board in carrying forward mission and priorities
- ❖ directs, coordinates, and oversees Federation office administration
- ❖ facilitates communications internally and externally
- ❖ serves as liaison between Federation and Vincentian Family organizations

The Charity Federation seeks a woman of vision . . .

- ❖ rooted in the Gospel and committed to Vincentian/Setonian charism
- ❖ experienced in leadership
- ❖ interculturally sensitive

The Charity Federation seeks. . .

- ❖ a dynamic leader
- ❖ an energetic initiator
- ❖ an effective communicator
- ❖ a committed collaborator
- ❖ a skilled administrator
- ❖ a resourceful networker

Complete Position Description will be posted on the website after January 1, 2024.

<https://sistersofcharityfederation.org/>

Deadline for Application: February 15, 2024

Decision Announced: March 15, 2024

Preferred Starting date: June 2024

Applicants, please submit to Donna Dodge, SC at ddodge@scny.org

- ❖ A cover letter which includes:
 - ❖ What attracts you to this position?
 - ❖ What skills, strengths or talents would you bring to this position?
 - ❖ What past experiences qualify you for the position? Please describe.
- ❖ A resume
- ❖ Names, email addresses and phone numbers for three references including your congregational leader / president.