ROLE DESCRIPTION
Northeastern Regional Leader / Manager of Community Support and Learning

L’Arche USA (www.larcheusa.org) is a national membership organization within L’Arche International, a federation of inter-religious and inter-denominational communities where people with and without intellectual disabilities share life. At the heart of L’Arche communities are relationships of mutual respect and friendship in which the value of each person is celebrated, and difference is welcomed.

SUMMARY

Serving as a liaison between L’Arche USA and Northeastern Region L’Arche Communities (Cleveland, Erie, Syracuse, Boston North, Greater Washington, D.C.) and Emerging Communities (Long Island, NY, Metro Richmond, VA, and Frederick, MD) the Regional Leader/Manager of Community Support and Learning will represent L’Arche USA and closely accompany the local communities. Through community support, quality assurance and member development and learning, this role contributes to the fulfillment of L’Arche’s mission and vision. Nationally, the role will lead on diversity, one of L’Arche USA’s four core themes (spirituality, inclusion and impact evaluation are the other three).

A successful applicant will have a demonstrated commitment and love for L’Arche USA’s purpose, mission, culture and principles. Their gifts in servant leadership, coaching, and interpersonal skills will inspire and enable communities to grow and develop. Applicants will have a strong interest in systems dynamics and processes of community, management, leadership and organizational learning. A person of faith, good humor, persistence and creativity will thrive as a member of the National Team, with local colleagues, and L'Arche’s members.

QUALIFICATIONS

You have developed and implemented strategies while in leadership of a faith community, non-profit, or disability organization and thus moved your program or organization to a new depth or expansion.

Translating mission and operational standards into activities, practices, policies and processes is not foreign to you. You understand that transparency and clarity go a long way and enjoy written and verbal communication. Interpersonal relations and multidisciplinary projects are areas where you thrive.

You have a degree in social studies, non-profit management, theology or a related field and have at least five years of relevant experience. Particular expertise in the field of diversity is a strong asset.
Your ability to build trusted relationships, relying on your capacity for non-violent communication and sound judgement and your personal boundaries will be crucial for this role. Your integrity, positive attitude, strong work ethic and self-direction will make you a valuable member of L’Arche USA’s virtual team.

You live in the Northeast or are willing to relocate to the Northeast.

RESPONSIBILITIES

1. **Community Support**

   As the Manager for Community Support and Learning, you will serve as a trusted reference for the existing and emerging Communities in the Region. They will rely on your coaching to grow in each of the four dimensions of a L’Arche community: spirituality, community, service and outreach. Drawing on the support of your national colleagues, you will advise community leadership and boards on operations and governance.

   Every five years, each community goes through Community Mandates and Community Leader discernments. Those processes will be led by you. You will also initiate and collaborate with Board Chairs on Community Leader evaluations.

   In each community, you will enhance L’Arche principles and vision, as articulated in national and federation mandates and constitutions. This implies continuous face-to-face, virtual and written communication and exchange, particularly with the Community Leader and the Board Chair in accompanied communities.

2. **Quality Assurance**

   In this role, you will ensure the greatest potential of L’Arche’s mission, including continuously seeking innovation in each of the communities. Periodically, you will assess and provide feedback on Membership Standards as well as communities’ licensure (if held), finance and administration, fundraising, marketing, governance and organizational systems.

3. **Member Development and Learning**

   You will collaborate with the Director of Member Development and Learning to initiate and potentially facilitate national communities of practice. Your work will help establish a knowledge map that connects members, knowledge and needs and will improve ways to share organizational learning with communities and members. Occasionally, you will offer virtual and in-person formations and trainings for members who seek to grow in one of the four themes of L’Arche USA’s curriculum (L’Arche fundamentals, leadership, spirituality, diversity/inclusion/equity).

4. **Cross-Cutting Theme: Diversity**

   Diversity of identities and perspectives is a vital component of L’Arche’s mission. You are excited about establishing diversity as an integral dimension of L’Arche’s culture, programs, operations and governance. In order to accomplish this, you will know how to design, implement and evaluate standalone activities and cross-cutting interventions. You will facilitate a working group and/or community of practice on diversity and won’t hesitate to challenge cultural norms to encourage on-going learning, acceptance, and increased value of diversity.
You may be charged with additional duties as assigned by the L’Arche USA National Leader / Executive Director or your direct supervisor, the Vice-National Leader/ Director of Community Support.

**SALARY AND BENEFITS**

- Compensation lies at $50,000, with a generous benefit package including medical, dental, and matching retirement
- Full-time with flexible scheduling, and monthly travel to Northeastern communities or national meetings
- Professional development and retreats offered annually
- Experience of L'Arche across the U.S. and the world

**Are you interested?** Please send your resume and cover letter to [Tina Bovermann](mailto:tina@larcheusa.org), L'Arche USA National Leader / Executive Director at tina@larcheusa.org. Applications are due by September 21, 2018 and will be reviewed as they are received.

L’Arche is an equal opportunity employer and does not discriminate against a job applicant or an employee because of the person’s race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age (40 or older), disability or genetic information. L’Arche does not discriminate against a person because the person complained about discrimination, filed a charge of discrimination, or participated in an employment discrimination investigation or lawsuit.