

REVISED POSITION DESCRIPTION FOR INTERESTED CANDIDATES

BUDDHA HOUSE FPMT DIRECTOR JOB DESCRIPTION FEBRUARY 2026

Buddha House FPMT is seeking applications from interested individuals to fill its Centre Director position, based-in-Adelaide, Australia with an anticipated start-up date around April 2026.

The role of the Director can be a part-time role as the Board of Buddha House is responsible for the centre and is a committed hard-working group, taking the load off the director. With a centre manager responsible for the day to day functioning of the centre, the Director can oversee all areas working with the managers.

Strong leadership skills and readiness to take the organisation through change are key to this role. Although this is a voluntary position, a stipend and any costs needed to be covered can be negotiated.

Applications will be received until the end of April 2026, and those interested should send a cover letter outlining qualifications, motivation, and specific aspects concerning interest in this work.

Required Skills and Experience:

Sincere respect and devotion for FPMT's Spiritual founder, Kyabje Lama Zopa Rinpoche, and preferably a familiarity and commitment to the work and values of the FPMT organization.

Enthusiasm for Dharma practice and preferably previous service in FPMT Centers and / or projects.

- A good working knowledge of Tibetan Buddhism.
- A proven, enthusiastic, and dedicated team player.
- Proven inclusive leadership and compassionate management skills.
- Demonstrated ability to prioritize and manage time effectively.
- Strong communication skills and the ability to communicate with or work with the Buddha House board, staff, and volunteers.
- Patience, compassion and a sense of humor.
- Ability to work flexible hours, especially during events and special activities.
- Computer literacy and a working knowledge of basic computer skills.
- Proven financial management skills include preparing and managing budgets.

Details of the position are available via the Buddha House website: buddhahouse.org.au