



Chandrakirti Meditation Centre is a socially engaged rural Dharma Centre, located in Upper Moutere, Nelson, New Zealand is looking to recruit a dynamic, organized and compassionate person as our Spiritual Program Coordinator (SPC).

The Spiritual Program Coordinator is responsible for ensuring the quality, variety and depth of our spiritual programs, which reflect the unique teaching style of Lama Thubten Yeshe and Lama Zopa Rinpoche.

The **primary responsibility** of the SPC is to work harmoniously with the centre directors in nurturing the spiritual needs of Chandrakirti Centres students, volunteers and community. The SPC acts as the representative of the centre in this regard.

A key responsibility of the SPC is to communicate and promote the Centre's teachings, retreats, programs and events through appropriate channels, including flyers, social media, the Centre website, newsletters and other media outlets.

The SPC is responsible for planning and coordinating our spiritual program consisting of weekly Basic Program classes with resident Lharampa Geshe Jampa Tharchin, weekend and longer retreats and community events.

The SPC will be working with a team of staff and volunteers to help coordinate these activities.

What is required for this position:

- Devotion to Lama Zopa Rinpoche, and familiarity with and respect for the FPMT organization
- Previous experience with planning and organizing events
- Good management and interpersonal skills
- Marketing skills – creative use of flyers, social media, web site and other media outlets.
- Ability to work harmoniously with others in a changing environment; good hospitality skills
- Being informed about FPMT education programs, and able to follow FPMT policy with teacher and Sangha protocols
- Good written and oral communication skills in the English language
- Basic Dharma knowledge and enthusiasm for Dharma and service, a keenness to learn.
- Ability and enthusiasm to establish and maintain a practice program of ongoing meditation, rituals, and retreats, and community events.
- A sense of humour

Benefits

- A weekly wage which includes accommodation and delicious vegetarian meals at the centre
- Free participation in all events and classes held by the centre
- Live in a beautiful rural, clean, vibrant centre with harmonious friends.

Application:

Please email the following -

- Your CV
- A letter of motivation, including why you wish to work at Chandrakirti Meditation Centre, Nelson NZ.
- A photo
- 2 professional references
- 1 spiritual reference/Dharma friend

to Phillipa Rutherford

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The position will stay open until a suitable candidate is found.

