**Job Search: Skills, Knowledge and Characteristic Assessment**

**Formula for Success:**

***ORGANIZATION:*** Office of Family Life Respect Life ***JOB TITLE:*** Director

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| **WHAT THEY WANT** | **WHAT I** *(WILL)* **HAVE** | **WHAT I’M MISSING** | **WHAT’S UNIQUE** |
| 1. Be a Practicing Catholic 2. Minimum of a Bachelor’s Degree in Theology, Marriage and Family or related studies. Master’s Degree in Theology preferred. 3. Significant volunteer and/or work experience in issues relate to marriage and family. 4. Has some direct management experience, preferably within the Church structure. 5. Represents and acceptance of the Natural Family Planning lifestyle. 6. Experience in public speaking, inspirational and persuasive writing. 7. Highly developed grasp of social graces and an ease with Church hierarchy. 8. Has a vision for marriage enrichment. 9. Have some experience as an Administrator/ Director for a non-profit organization. 10. Possesses a “can do” spirit that focuses on timely execution and creative thinking. 11. Is able to see opportunities for partnership with other organizations an groups. 12. Ability to work under pressure. | 1. Practicing Catholic 2. *Bachelor’s Degree in Human Services w/a focus in Disability Studies.* 3. Volunteer work with Theology of the Body, Students for Life of America, and the *Mary Bloom Center in Puno, Peru.* 4. Coordinator of homeless street outreach through Newman Center of Catholic Ministries. 5. Understands the proven science behind NFP and accepts such practices. 6. Has given several talks, inside and outside of church; persuading pro-life issues and speaking of personal issues with sin. 7. Has edited electrical contractor safety manuals and a variety of university-level papers. 8. A clear understanding of social graces and how to attain them. 9. Appreciates the value of marriage and is not uncomfortable with discussing it amongst peers. 10. Possess a “can do” spirit. 11. Has connections to, and is aware of, opportunities of partnership. | 1. Because of my “can do” spirit, I have the potential to crash under pressure. 2. My grasp of social graces is still developing. 3. Lack of degree of any kind of Theology. 4. Has not has experience as an Administrator/ Director of a non-profit organization. 5. Lack direct management experience within the Church. | 1. Wanting to work for a pro-life organization an having the experience of growing up in the least pro-life state in the nation, as well as attending a very liberal university, I can communicate my viewpoints in a way that encourages others instead of pushes them away. 2. I have worked very closely with the Northwest Regional Coordinator of Students for Life of America to re-create Western Washington University’s pro-life community. 3. I am personal friends with the founder of Puno’s Mary Bloom Center, which helps underserved migrant families get educational, pre-natal, parenting, and employment help. 4. I have worked in youth development for the last seven years and have worked with persons with disabilities for the last four, giving me the ability to communicate and relate to persons outside of the “able-bodied” norms. |

**Q: What actions can I take to develop my skills, knowledge, or character in ways that would allow me to attain positions like this in the future?**

A great way for me to reach my dream job, would be to get a job (or two) prior to applying for the occupation that would allow me to work within the Church (i.e., Pastoral Council, Respect Life Coordinator, Administrative Assistant; etc.) I am really interested in potentially continuing with school in some sort of area of study that relates to family structure and development, as well.

The first thing I can fix, before any of what was mentioned in the previous paragraph, however, is my potential to crash under pressure—let’s face it, I don’t do enough self-care. *That* would help me immensely.