



Resident Monastic/Assistant Spiritual Program Coordinator (SPC) Job Description

Purpose:

The role of the Resident Monastic/Asst. SPC is to offer support to the Institute by being a visible presence within the staff team and holding a mindful, loving and reverent space for all and to support the SPC department in teacher and gomba care as well as perform regular practices.

This position is ideal for a monastic yearning to lead a contemplative life and offer spiritual practice-oriented service.

ABOUT US:

Vajrapani Institute for Wisdom Culture (VPI) is a secluded FPMT retreat center located in the stillness of the California Redwoods. Our purpose is to inspire deep spiritual work by providing the most supportive retreat conditions possible.

We are looking for a warm and kind-hearted person who values harmony and can, therefore, live and work in a contemplative environment with a community of practitioners made up of retreaters, resident monastics and staff members.

Resident Monastic/Asst. SPC Duties

- Conducting pujas as by our Spiritual director, Lama Zopa Rinpoche, and requested by Vajrapani Institute's Director and Spiritual Program Coordinator.
- Gomba Care including daily water bowl offerings
- Depending on capacity of candidate, lead morning or evening meditations during retreat as requested by the Teacher
- Assist SPC during FPMT events, high lama visits, and Long Life Pujas
- Assist fire puja set up for tantric retreats
- Manage Library: Update and organize library with new books as needed

Hours and Compensation

The position is 25 hours/week (5 hours/day) to offer plenty of time for personal practice. Compensation includes room/board, a monthly stipend and health insurance premium reimbursement. We also offer a 3-months annual leave to enable personal and retreat time. Must be approved to work in the U.S.

Contact: Center Manager Venerable John Diedrich at Ven.John@vajrapani.org

Vajrapani Institute is an equal opportunity employer and seeks diversity with respect to race, ethnicity, culture, gender, age, sexual orientation, and physical abilities.