

Immaculate Conception Roman Catholic Church

Roman Catholic Diocese of Nelson

Parish Priest: Fr. Maurice Okolie

839 Sutherland Avenue, Kelowna BC V1Y 5X4

Phone: 250-762-3910 | Email: icc.kelowna@nelsondiocese.org | Website: <https://www.icckelowna.ca/>

Office Hours: Tuesday – Friday, 8:30 am – 12:30 pm

Mondays, Weekends & Stat Holidays – offices are closed. Please contact office to schedule an appointment.



June 28th, 2026 – Newsletter

Thirteenth Sunday in Ordinary Time

YEAR A

WEEKEND AND DAILY MASS TIMES:

Weekdays	Rosary, 7:30 AM Mass: 8:00 AM
Wednesdays	Rosary, 4:30 PM Mass: 5:00 PM <i>Our Lady of Perpetual Help Novena to follow Mass</i>
Saturdays	Rosary, 8:30 AM Mass: 9:00 AM, & 5:00 PM (Vigil, for Sunday)
Sundays	Rosary, 8:30 AM Mass: 9AM, 11 AM, & 5:00 PM

First Friday's *Benediction/Adoration 3:00 PM, Mass 4:00 PM*

**Monday of long weekends & Stat. Holidays: Rosary @ 8:30 AM, Mass @ 9:00 AM*

RECONCILIATION

Saturdays: 10:00–11:00 AM, & 3:45–4:45 PM

If you are unable to attend confession during these times, please call office or an appointment:
250-762-3910

MASSES AT CARE HOMES

Village at Mill Creek – 1st Tuesday of the month @ 9:45 am
Summerwood Retirement Resort – 2nd Tuesday of the month @ 10:00 am
Cottonwoods – 3rd Tuesday of the month @ 10:30 am
The Dorchester – Last Tuesday of the month @ 10:00 am

The Holy Father's Prayer Intention for the Month of June:

For the Values of Sports.

"Let us pray that sports be an instrument of peace, of encounter, and lead to dialogue among cultures and nations so that they promote values such as respect, solidarity, and personal growth."

KELOWNA AND AREA HOSPITAL CHAPLAINCY

For the Sacrament of Anointing of the Sick/pastoral emergencies or for end-of-life blessings (Last Rites) please call 250-878-1502 (24/7).

The Sacrament of the Anointing of the Sick may be received more than once!!

Parish Coffee Socials

The June 28 Coffee Social hosted by the Kelowna Right to Life Society will be the last until September.

The Knights of Columbus will continue serving breakfast on the first Sunday of each month throughout the summer.

All are welcome!

St. Vincent's Corner:



Welcome to summer. Our work continues throughout the summer as families continue to struggle with inflationary pressures and yet no increase in wages. Did you know that over half of our families are employed? Summer of course also brings child care

pressures but many have extended families and they share the day to day care of children. Remember you can always donate to

icc.ssvp@gmail.com

Poor boxes will be in the foyer after every mass this weekend. Thank you again for your generosity



30TH ANNIVERSARY

OF PRIESTLY ORDINATION

BISHOP GREGORY J. BITTMAN



Join us in celebrating the 30th Anniversary of Priestly Ordination of the Most Reverend Gregory J. Bittman, Bishop of Nelson.

Monday, August 17, 2026 | Immaculate Conception Church,
Kelowna Mass at 5:00 pm | Dinner at 6:30 pm (Parish Hall)

Tickets are \$20/person. Purchase online via the QR code to the right, or visit the parish office for assistance, or pick up hard copy tickets at Loaves & Fishes



Please be mindful of where you park when visiting the parish. Out of consideration for our neighbours, kindly use the ICC parking lot or city street parking. Thank you for your cooperation!



Do You Know Someone who is Curious about the Catholic Faith?

A survey once indicated that almost all RCIA enrollees were invited by a co-worker, friend, or family member. A simple and sincere invitation from a friend is many times all that is needed in their life. For some, becoming Catholic was a means to find what was missing in their daily life. If you know someone who may be looking for the peace that comes through the Catholic faith, I encourage you to extend an invitation to consider the RCIA program (The Rite of Christian Initiation for Adults). There is no cost to attend. For more info, please see Father Maurice, or contact Leanne Hopegood, RCIA Coordinator at 250-762-3910 ext 4 or leanne.icckelowna@gmail.com

PLEASE PRAY FOR THE SICK AND INJURED:

Linda Kirkpatrick	Juliana Lavell
Chaz	Cyslin Isaacs
Neil Herzog	Maritess Steiman
Dallas Elliott	Rhonda Jennens
Loreta Batandolo	Roy Velmonte
Jason & Mary Angela Newcomb	Justina Mikosa
Ken & Lynda Antao	Mildred Reyes
Filomena Rotundo	Kathe Gonzaga Carpena
Ashton Therrien	Michelle Miller
Bishop Gregory Bittman	Victor Kovac
Irene Heisler	Phillip Dos Santos
Lawson	Marlene Hughes
Teresa Kovacs	Dorota Nowak
Elizabeth Downey	Chinee Fajardo
Maggie Johnstone	Rosario
Samuel Jovez	Luisito & Crispin Clemente
Rick Prost	Nancy Brisson
Sheila Lowe	Ginoefa Diakow
Teresa McGauley	Rick Lock
Chiamaka Aghaizu	Mertis Filiatrault
Josephine Bruch	Sister Barbara
Diane Lynott	Candace Gilmore-Stephensen
Hazel Csordas	Anne Engel
Rihnon Coatsworth	Aisley Ducharme
Helen Zentner	Catherine Fortunat
Theresa Kaller	Michael M
Kathleen Mayhew	Trudy Szulkies
Jesse Wilson	Cherie Lynn Walsh
Bambina Tinto	Suzanne Crowe
Anne Mould	Alicia L
Rose Harry	Arthur & Gudrun Cobham
Adam Gorges	Marcus Cresswell
Joyce Tremmel	Ray Pauluk
Sandra Park	Desjardines Families
Loretta Bouchard	Rachel Donegan.

To add or remove a name from the parish prayer list, kindly contact the Parish Office at 250-762-3910 or email icc.kelowna@nelsondiocese.org

STEWARDSHIP/WEEKLY OFFERINGS

Weekly Parish Budget	\$	9,544.00	
Weekly 2026 POF Required	\$	1,300.00	
Weekly Stewardship Required	\$		10,844.00
Sunday Collections – 06/21/26	\$	7,612.50	
2026 POF Received – (Apr. 30)	\$	11,735.50	
YTD Offerings Shortfall	\$ –	22,929.24	
YTD POF Shortfall	\$ –	23,364.50	
Total YTD Deficit	\$	–46,293.74	

Thank you for your generous financial support.
Your contributions are essential to helping our parish meet its weekly budget and continue serving our community.
May God bless you!

MASS INTENTIONS Repose – R. Intention – I.

Sat.	27-Jun	9:00 AM	I.	Eileen & Martin Collins
		5:00 PM	R.	Holy Souls in Purgatory
Sun.	28-Jun	9:00 AM		All Parishioners Intentions
		11:00 AM		All Parishioners Intentions
		5:00 PM	I.	Betty Bolton
Mon.	29-Jun	8:00 AM	R.	Deceased members of the Chiarelo Family
Tues.	30-Jun	8:00 AM	R.	Denise Cire
Wed.	01-Jul	8:00 AM	I.	Margarette and Leo Zuccato
		5:00 PM	R.	Kazimiera Soban
Thurs.	02-Jul	8:00 PM	I.	Jessie Kosell
Fri.	03-Jul	8:00 AM	I.	Marty Collins
		4:00 PM	I.	Knights of Columbus
Sat.	04-Jul	9:00 AM	I.	Eileen & Martin Collins
		5:00 PM	I.	Jaqueline & Ben McMillan
Sun.	05-Jul	9:00 AM		All Parishioners Intentions
		11:00 AM		All Parishioners Intentions
		5:00 PM	R.	Siegfried Winger
Mon.	06-Jul	8:00 AM	I.	Lorraine Mayhew
Tues.	07-Jul	8:00 AM	I.	Cheryl Hart
Wed.	08-Jul	8:00 AM	I.	Anjanatince & Dona Akhil
		5:00 PM	I.	Jasmine Bilny
Thurs.	09-Jul	8:00 PM	I.	Stephanie & Neil Gatti
Fri.	10-Jul	8:00 AM	R.	Keith Fuergutz



Knights of Columbus Corner



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Calling all men 18 and over to join the Pandosy KofC Council
FREE 1-YEAR ON-LINE MEMBERSHIP

You can enjoy the benefits of being a Knights of Columbus Member, including Accidental Death Benefit and the famous Columbia Magazine. Go to: www.kofc.org/joinus
Promo Code: BLESSEDMCGIVNEY

After joining, please check your INBOX for confirmation.

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Contact pandosy2558@gmail.com

There will be a Vocation Live-In on the weekend of **July 4-5** at the Seminary of Christ the King in Mission, BC. Anyone wishing to enter the Seminary in the next couple of years is welcome. For more information phone 604-826-8975 or email rector.minors@sck.ca



SEMINARY OF CHRIST THE KING

Catholic Book Sale & Breakfast Sunday, July 5 – ICC Main Hall

The ICC Knights of Columbus are hosting a Catholic Book Sale & Breakfast on **July 5, 2026**. Browse a great selection of used and new Catholic books from **10am–3pm**. Cash, cheque, or e-transfer only. The Knights will be serving **breakfast by donation from 9:30am–1:00pm**, with coffee by donation continuing until 3:00pm. All proceeds support ICC Parish ministry and hall upkeep.

To donate books or for questions, contact Charlie Parker at 604-803-0833 or cparkerr@gmail.com.



ANNIVERSARY DINNER / DANCE

Join Bill & Paulet for our annual Anniversary Dinner & Dance as we honour all couples celebrating wedding anniversaries this year.

Whether you're marking a milestone or simply looking for a great night out... come and enjoy a wonderful meal, lively music, and time with our parish community. Adults 19+ are welcome.

Friday July 24th

Doors open @ 6:00/refreshments

Dinner @ 6:30 🎵 Dancing to follow!

Live music by Vic Dance Band 🎸 🎹 🎺 🎻 🎷 🎪

Tickets are \$45 /person & available through Loaves & Fishes!

Event tickets must be presented at main door for entry.

A garage door opener was found in the Church parking lot on Sunday June 7th. Please see the Sacristan on Sunday or visit the ICC office during office hours.



Come and celebrate with us the
SILVER JUBILEE for
Rev. Fr. Paul John Irumba
July 7, 2001 - July 7, 2026

Sacred Heart Parish, Golden, BC cordially invites you to celebrate the Priestly Silver Jubilee of Rev. Fr. Paul John Irumba Abwooli to take place Tuesday July 7, 2026 @ 4:00 PM

The deadline for dinner tickets has passed, but your attendance at the Mass would be most appreciated. For further details contact the Golden Parish:

Email: golden@nelsondiocese.org or Phone: 250 344 6328

808 11th St., South P.O. Box 289 Golden B.C V0A-1H0
or etransfer.shpgolden@nelsondiocese.org

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Greeting cards and gifts for Father Paul John Irumba's 25th Anniversary Celebration may be dropped off at the Church or ICC office by July 6th for free delivery to Father Paul John.

Soccer with the Seminarians

Boys in Grades 7-11 and their dads are invited to a fun afternoon of soccer with the Minor Seminarians from Christ the King in Mission, BC. Join us on **Sunday, June 28 from 1:00-2:30 PM** at the Our Lady of Lourdes gym. A pizza lunch will be provided.



DIOCESE OF NELSON PERPETUAL ADORATION CHAPEL
839 Sutherland Avenue

Hours in need: Saturday 9pm.

The Adoration Chapel is seeking overnight spares for the 10pm to 6am hours. Please contact the info below.

Email: adorationkelowna@gmail.com

Contact: Luke Mitton - Text/Telephone: 778-214-0680



STEWARDSHIP FOR ICC



WAYS TO DONATE:

- QR Code.
- Regular offerings/collection envelopes.
- Pre-Authorized giving (PAG).
- e-Transfer: etransfer.icc@nelsondiocese.org
In the message box indicate that you want your donation to go to Sunday Collection, or a Special Collection.
- Mail your Offerings

Please call or email our offices to register with our parish, to arrange for weekly ICC Offerings Envelopes, or for SAG information, 250-762-3910 | icc.kelowna@nelsondiocese.org

Our parish has a Formed subscription!
Sign-up information is in the church entrance!



To find this week's featured content, visit
<https://watch.formed.org/this-week-on-formed>
or scan the QR Code to download the Formed app to your phone or device!

WEEK OF JUNE 28ST, 2026

- ✚ Pier Giorgio Frassati: If I Didn't Have Love
<https://app.formed.org/app/videos/3769103/>
- ✚ Saint Peter
<https://app.formed.org/app/videos/588407/>
- ✚ Paul the Apostle | The Bible Collection
<https://app.formed.org/app/videos/653125/>



OKANAGAN CATHOLIC FAMILY CAMP 2026

Camp Winfield, Lake Country from September 11-13, 2026!

This year's camp features BBQs and breakfast, pool and waterslide, campfire and social, teen, tween, and young adult programming, Saturday Night Mass, and a talent show.

Our Keynote Speaker is Deacon Rod Attwell, with special guests AJ Barrow (Youth Ministry) and Fr. Kenneth LeBlanc of the Legionaries of Christ.

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Registration is open May 15 - June 30:

Regular Rate: \$325/family

Non-Camping Day Rate: \$200/family or \$100/day

Young Adult Rate: \$50/weekend or \$25/day (free if volunteering)

Register online at www.okanagancatholic.ca Connect with us on

Facebook: facebook.com/okanagancatholicfamilycamp

Office Desk Needed

The Immaculate Conception Parish office is looking for a gently used desk. If you have one you no longer need that may be suitable, we would be grateful to hear from you.

Maximum size: 68 inches wide, ideally an 'L' shape but open to other possibilities.

If you have a desk that might work, please contact the parish office or email us a photo along with the dimensions and any other relevant details.

Thank you for considering helping our parish!

FALL 2026 PASTORAL CARE TRAINING SESSION

Diocese of Victoria Pastoral Care Training Fall 2026

“God calls us to touch the lives of our aging, lonely, ill, palliative and dying sisters and brothers with accompaniment, kindness and compassion as the hands and face of Christ. In these sessions, you learn basic tools necessary to accompany those who are in need of the healing ministry of Christ.” – Most Reverend Gary Gordon, Bishop of Victoria

The valuable and free Pastoral Care Outreach Training series will be offered online this winter. The training is open to spouse caregivers, family members who care for their loved ones, clergy and religious, care aides and others in the health industry, and anyone who is personally drawn to learn basic tools necessary to accompany those who are in need of the healing ministry of Christ.

Nine sessions will be held via Zoom on Saturday mornings from 9:30 – noon, **starting on September 26 and running until November 28, 2026** (with no session on October 10). Missed session can be made-up, and a Certificate of Completion is provided to those who complete all nine sessions. Participants will require a phone number and email address, a computer, tablet or smart phone with speakers, microphone and webcam, a reliable Internet connection, and access to Zoom. **Please register through your parish by September 17, 2026.** For further information, please email moiraking@shaw.ca



Roman Catholic Diocese of Victoria



Ozanam House
HOME · HEALTH · HOPE

Community Appreciation BBQ – Ozanam House

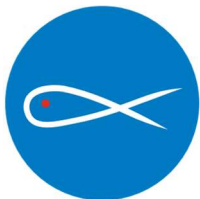
Ozanam House invites Kelowna's service providers to a casual thank-you BBQ celebrating those who support recovery, mental health, addictions, and homelessness work in our community.

When: Wednesday, July 8, 11:30 a.m. – 1 p.m.

Where: Ozanam House, 2629 Richter Street (enter off the back alleyway)

Menu: Grilled burgers (meat and veggie), salads, and refreshments

Enjoy lunch, connect with fellow practitioners and case managers, and celebrate the collective good being done across the region. RSVP to jamie@ozanamhouse.com and note any dietary restrictions.



**Society of
Saint Vincent de Paul**

Celebrate 50 Years of Loaves and Fishes



We are filled with gratitude as we reach a momentous milestone in our community. Please join us to celebrate the **50th Anniversary** of Loaves and Fishes!

For half a century, this ministry has been a testament to our local Catholic Book and Supply store's commitment to serving the community and those in need. We want to honor the volunteers, and supporters who have made this mission possible since 1976.

When: Saturday, July 11th, 2026

Time: Immediately following the 9:00 AM Mass

Where: The Parish Hall at Immaculate Conception Church

Come enjoy refreshments, share stories of our history, and **FREE** gifts to the first **250 people** as we look forward to the future of our service together. We look forward to celebrating this golden anniversary with our entire parish families.

NOW HIRING
AWESOME
— ★ —
THRIFT
STORE
MANAGER

Salary Range: \$55k - \$65k

Send your resumes to: joannyoung@shaw.ca

COMING SOON TO KELOWNA, BC

CAREZ
Vincent
THRIFT STORE

100% CHARITABLE THRIFT STORE

A project by the Okanagan Valley



Society of
Saint Vincent de Paul

Catholic Women's League

OF IMMACULATE CONCEPTION PARISH

Renew your membership or become a new member - Perks include:
Monthly social gatherings, lots of prayers, quarterly newsletter,
friendship, community + more!

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Ladies 16 and older are eligible for full memberships. Kids of all ages
are always welcome with their mother/guardian & are encouraged to
participate!

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Questions/e-transfer info? Contact Monaco Parker:
250-300-7773/cmparkerfamily@gmail.com

SAVE THE DATE – Gathering in the Spirit 2026

Gathering in the Spirit 2026 has been permanently moved to
September. Mark your calendars now!

When: Wednesday, Sept. 16 – Saturday, Sept. 19, 2026

Where: Seton House, Kelowna

Presenter: John Connelly

Healing Mass: Thursday, Sept. 17



Cost:

Nelson Diocese – \$547

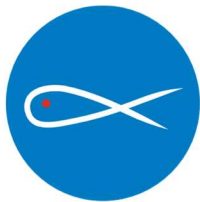
Non-Nelson Diocese – \$647

Registration begins in early July. Watch upcoming bulletins for
details.

More info? Contact registrar Loree Renwick at ndccrs@gmail.com

CHEZ Vincent THRIFT STORE

UPDATE: The Society of St. Vincent de Paul has finally secured a
space for their 100% Charitable Chez Vincent Thrift Store. Hooray!!
While we would love to, we are not authorized to disclose the exact
location for a few months as current tenants require time to vacate
their premises. Also, it is very important to prevent unauthorized
donation drop-offs. In the meantime, we are still seeking volunteers
with construction management and trades skills for some demolition
work and leasehold improvements.



**Society of
Saint Vincent de Paul**

Evangelical Gardens

Our EVANGELICAL GARDENS are blooming with the
artistry and perseverance of Mary Jane, our devoted volunteer
gardener. You can assist her with:

1. Donation of flats of bedding plants.
All colors & varieties appreciated.
Costco, Independent, Superstore... all stock!
2. Time to help weed.

Thank you for your "hands on" support! 🌸 🌿 🍷

*If you would like to contribute towards ICC's
Sanctuary floral displays please see a Sacristan or please
put your donation in the donations box marked "Flowers"
near the Sacristy (left of the sanctuary/altar).*

Thank you for your kind support.

Rise Up 2026

by

Catholic Christian Outreach

(CCO)

Rise Up is Canada's national Catholic conference
for young adults. Hundreds of students and young
professionals (ages 18 to 35) meet for worship,
talks, Mass, and life-changing encounters with
Jesus from Dec 29 to Jan 1 at a selected location in
Canada.

Rise Up 2026 will be held in Vancouver from Dec
29, 2026 to Jan 1, 2027. Young adults in Nelson
Diocese are encouraged to attend. Planning is
ongoing for young adults interested in attending.

For more information and registration, scan the
QR code or visit the link below.



<https://forms.gle/eH7uRLe1w0dxEUZ9>

ICC VOLUNTEER OPPORTUNITY

Immaculate Conception Parish is seeking a parishioner who would be
willing to step in and assist the Finance Committee during a
committee member's medical leave.

We are looking for someone with experience or a good
understanding of accounting, budgeting, financial planning, and the
general operation of a business. Most importantly, we are seeking a
person who is dependable, collaborative, and willing to share their
knowledge in service to our parish.

If you feel you may be able to help or would simply like to learn more
about what is involved, please contact the parish office. A member of
the Finance Committee would be pleased to answer your questions.

*"God has blessed each of us with unique gifts. Perhaps this is an opportunity
to share yours in service to our parish community."*

Our weekly bulletin is graciously sponsored in full by Springfield Funeral Home.





OFFICE OF THE SUPERINTENDENT

June 24, 2026

Dear CISND Community:

Re: Superintendent Year End message

As the 2025-2026 school year draws to a close, I am grateful for the many blessings we have shared across the Catholic Independent Schools of Nelson Diocese. This year's theme, Proclaiming Our Faith, was exemplified in the words, actions, relationships, and service to others which continue to strengthen our schools.

Throughout the year, I have been inspired by the faith, generosity, and commitment I have witnessed across our schools. Students served others with compassion, staff accompanied young people with dedication and care, and families supported learning, faith, and well-being. Together, we continued the important work of forming young people who know their identity in Christ.

We also celebrated meaningful success in our classrooms, through our continued focus on literacy, evidence-informed instruction, and collaborative professional learning. Staff and students strengthened their skills, built confidence, and experienced success in new ways. Beyond academics, they developed their gifts through athletics, the arts, leadership opportunities, faith formation, and service.

As we celebrate the graduates of 2026, we give thanks for the gifts they have shared with our schools and pray for God's blessings as they begin the next stage of their journey.

I am filled with hope for the future. The strength of Catholic education lies in the partnership between home, school, and parish. Thank you to our parents and families for entrusting us with the education of your children. Thank you to our clergy, council, staff, and volunteers for your commitment and service. Through your efforts we continue our mission of forming hearts and minds.

As summer begins, I pray that you find time for rest, renewal, and meaningful moments with family and friends. May God bless you and your families with a safe, joyful, and restful summer.

*"We proclaim Him, admonishing and teaching everyone with all wisdom, so that we may present everyone fully mature in Christ."
(Colossians 1:28)*

In Christ,

Pamela Guilbault
Superintendent of Schools
Catholic Independent Schools of the Nelson Diocese

Executive Assistant to the Superintendent

Location	Catholic Pastoral Centre, Kelowna, British Columbia
Position	Full-time, 12-month position
Hours	40 hours per week
Wage	\$29.56-\$31.82 per hour, paid over 12 months
Dates	Posting: June 23-July 9, 2026 Start date: August 4, 2026

The Opportunity

Catholic Independent Schools of the Nelson Diocese (CISND) serves 1,400 students through six elementary schools and one regional high school in the Okanagan and Kootenay regions of British Columbia.

CISND is seeking a highly skilled Executive Assistant to the Superintendent to provide trusted executive, governance, and administrative support within a complex educational and faith-based environment.

This key position works closely with the Superintendent, Board of Directors, school principals, pastors, diocesan offices, and provincial education organizations. The successful candidate will anticipate needs, exercise sound judgment, handle sensitive information with discretion, and strengthen administrative systems in a mission-driven organization.

Key Responsibilities

- Provide senior-level administrative and organizational support to the Superintendent.
- Manage the Superintendent's calendar, appointments, correspondence, meetings, travel, and competing priorities.
- Anticipate upcoming commitments and ensure the Superintendent is appropriately prepared and briefed.
- Coordinate Board and committee meetings, including annual calendars, agendas, meeting packages, minutes, confidential and in-camera processes, and follow-up actions.
- Maintain accurate records of Board decisions, action items, and required follow-up.
- Draft, edit, format, and proofread correspondence, reports, presentations, and other executive materials.
- Serve as a professional point of contact for principals, pastors, diocesan offices, families, and provincial organizations.
- Coordinate district-level meetings, leadership events, and other organizational activities.
- Establish and maintain secure executive, governance, personnel, and administrative records.
- Support contracts, human resources processes, expense reporting, financial tracking, and executive-level projects.
- Improve office procedures, templates, document-management practices, and digital workflows.
- Exercise professionalism, diplomacy, sound judgment, and confidentiality in all matters.

Required Qualifications and Attributes

- Active participation in a Catholic parish and a demonstrated commitment to the mission, values, and teachings of the Catholic Church and Catholic education.
- Three or more years of progressively responsible executive or senior administrative support experience.
- Experience supporting a senior leader, Board of Directors, governance committee, or comparable decision-making body.
- Demonstrated ability to prepare accurate agendas, minutes, reports, and executive correspondence.
- Advanced proficiency with Microsoft 365, including Outlook, Word, Excel, PowerPoint, and Teams.
- Excellent written and verbal communication skills, including strong editing and proofreading abilities.
- Strong organizational skills and the ability to manage multiple priorities and deadlines independently.
- Ability to handle sensitive information with discretion and communicate professionally with diverse stakeholders.
- Initiative, adaptability, attention to detail, and sound judgment.
- Eligibility to work in Canada.

Preferred Qualifications

- Post-secondary education or training in business administration, office administration, governance, education, or a related discipline.
- Experience working in K-12 education, a Catholic organization, government, post-secondary education, or the non-profit sector.
- Experience with SharePoint, electronic Board portals, records-management systems, electronic signatures, or human resources information systems.
- Experience supporting contracts, budgets, special events, or executive-level projects.

Employment Information

This is a full-time, 12-month position based at the Catholic Pastoral Centre in Kelowna. The position is scheduled for 40 hours per week, and wages are paid throughout the 12-month employment period.

The wage range is \$29.56-\$31.82 per hour. Placement within the range will be based on the successful candidate's relevant qualifications and experience.

Annual vacation time and vacation pay will be provided in accordance with the British Columbia Employment Standards Act, beginning at 4% of gross wages.

Occasional evening Board meetings, district events, work outside regular hours, and periodic travel within the Diocese may be required.

Application Process

Applications will be accepted from June 23 through July 9, 2026.

Applicants must submit the following electronically through [ApplyToEducation](#)

- A cover letter explaining their interest in the position and Catholic education.
- A current resume.

Shortlisted candidates may be asked to provide:

- The names and contact information of two professional references.
- A completed CISND pastoral reference form.
- Copies of relevant post-secondary certificates, diplomas, or transcripts.

Reference letters and performance evaluations are not required at the initial application stage. References will be contacted only after the candidate has been advised.

The anticipated start date is August 4, 2026.

Employment is conditional upon:

- Satisfactory completion of CISND Safe Environment Training.
- A satisfactory and current Criminal Record Check.
- Verification of eligibility to work in Canada.
- Satisfactory professional and pastoral references.

CISND is committed to providing an accessible recruitment process. Applicants who require accommodation during any stage of the selection process are encouraged to contact dir.hr@cisnd.ca

CISND thanks all applicants for their interest. Only those selected for an interview will be contacted.