



CATHOLIC COMMISSION FOR JUSTICE AND PEACE (CCJP)

VACANCY ANNOUNCEMENT

The Catholic Diocese of Dedza, one of the eight dioceses under the Malawi Conference of Catholic Bishops (MCCB), invites applications from qualified, committed, and mission-oriented persons for the position of Catholic Commission for Justice and Peace (CCJP) Diocesan Coordinator.

The Catholic Commission for Justice and Peace of the Diocese of Dedza (CCJP Dedza) is the Church's social action and advocacy arm, operating in parish communities across Dedza, Ntcheu, and parts of Salima District in the Central Region of Malawi.

The Commission promotes justice, peace, human dignity, good governance, and the integrity of creation, with particular attention to the poor and vulnerable. Its work includes civic education, advocacy, human rights awareness, and community empowerment, guided by the Social Teaching of the Catholic Church.

Position Purpose

The CCJP Diocesan Coordinator will provide overall leadership, coordination, and technical oversight of CCJP programmes within the Diocese, ensuring effective community engagement, donor compliance, and faithful application of the Catholic Social Teaching.

Key Responsibilities

- Plan, coordinate, and implement CCJP programmes at diocesan, parish, and community levels in line with diocesan and MCCB priorities
- Lead initiatives on justice, peace, governance, human rights, and social accountability
- Strengthen parish and deanery CCJP structures through training and mentorship
- Manage donor-funded projects, including planning, budgeting, monitoring, evaluation, and reporting
- Champion resource mobilisation and proposal development
- Prepare timely and accurate narrative and financial reports
- Build and maintain partnerships with Church structures, government institutions, civil society, and development partners
- Represent the Diocese professionally in CCJP and stakeholder forums

Minimum Qualifications and Experience

- Bachelor's Degree in Community Development, Governance, Social Work, Gender Studies, Social Sciences, or a related field
- At least five (5) years' experience working in donor-funded or community-based programmes
- Proven skills in project coordination, monitoring and evaluation, and report writing

- Computer literacy with strong communication and interpersonal skills
- Demonstrated leadership, initiative, reliability, and professionalism
- Willingness to uphold and promote the Social Teaching of the Catholic Church
- Possession of a valid Driver's Licence

Mode of Application

Interested candidates should submit

- A detailed Curriculum Vitae
- A cover letter outlining suitability for the position

Applications should be addressed to The Human Resource Manager, Catholic Diocese of Dedza, P.O. Box 80, Dedza.

Closing Date: Sunday, 25th January, 2026

The Catholic Diocese of Dedza is an equal opportunity employer. Only shortlisted candidates will be contacted.