



**L'Arche International is  
looking for an  
International Envoy for  
Philippines and Japan**

**Start date: Q4 2024  
Part-time (40% FTE)**



# About L'Arche International and the communities

## The organisation

L'Arche is a global federation of communities of people with and without intellectual disabilities sharing life together according to our Charter. We believe in a world where all belong and have their place. We believe in the unique dignity of every person and the value of mutual friendships across our great diversity ([see our Charter](#)).

## Position Summary

The Federation directly supports and supervises communities not overseen by a national structure. This support, oversight and guidance is provided by International Delegates. Under the supervision of the International Delegate for L'Arche in Asia and the South Pacific, the International Envoy supports and oversees the two communities of L'Arche in the Philippines and Japan.

The International Envoy represents the International Federation within the community and local board of directors. They ensure that the community lives the values of L'Arche in line with our Identity and Mission and charter and promotes the development of L'Arche's presence, sustainability and growth in these countries.

## The communities

Two communities of L'Arche currently exist in Philippines and Japan: L'Arche Punla and L'Arche Kana no ie, as well as a couple of new contacts /partnership in both countries.

### L'Arche Punla (Philippines)

L'Arche Punla has people sharing life together across two homes, as well as a day program and garden, all of which offer a place of belonging and a focus on interdependence. There are currently about 17 members with an intellectual disability in L'Arche Punla. For more information about L'Arche Punla, click [here](#).

### L'Arche Kana no ie (Japan)

Kana no ie is a community of about 30 members with an intellectual disability, The community life is focused around the people with disabilities who live across three households and workshops like soap factory, wood craft studio and agricultural garden.

You can visit the website [here](#).



# About the role / about you

## Main responsibilities

- To accompany and support the two communities in living the L'Arche Charter and Mandate
- To ensure that the governance principles, policies and practices are in line with the Constitution and the Charter of L'Arche International
- To promote the message of L'Arche in the country under his/her responsibility
- To encourage the commitment in the International Federation : especially to help communities build relationships within the Philippines and Japan, the South Pacific and with L'Arche International
- To initiate projects that help the communities prepare for the future
- To provide support in developing Human Resources as needed
- To supervise finances through encouraging, co-creating and supporting fundraising strategies.

## Requirements of the role

- Reports to the International Delegate for Asia and Pacific
- To be able to visit communities regularly (at least twice a year), to meet with all members, local Boards and Community Councils. A location in the Pacific region, ideally in Japan and Philippines, would hence be preferred.
- To help facilitate inter-community gatherings, training programs, and retreats
- To foster close partnerships with the local Board Chairs and to have a good relationship with the board as a whole
- To participate in the appropriate International Meetings and formations, and in a timely manner invite the communities to do so if appropriate
- To be able to connect the community according to their needs to the appropriate people within L'Arche international for formation, accompaniment and other needs
- have an openness to the Punla and Kana no ie communities, their wants and needs, their struggles, joys etc., and to be able to be the voice of these communities at the international level.

## Expected competences and qualities

- Personal integration of and commitment to the Identity & Mission of L'Arche with the ability to transmit and communicate it
- Personal commitment to spiritual life
- Leadership qualities and management skills
- Excellent at communication (including facilitation) and relationship building skills, supportive and courageous
- Ability to work in a team
- Assessment skills: ability to observe, listen and determine response to varied situations
- Cultural and communication competence / practice of inculturation: ability to understand, communicate and effectively interact with people across cultures. A specific awareness of the Japanese culture is required.
- Flexibility and creativity in accessing and utilizing resources
- Self-awareness of healthy boundaries

**If you are interested and want to know more about the job, please contact us and we can send you the full role description and purpose letter for the role.**

**To apply, you are invited to send your cover letter and CV/resume (including references) to Franziska Bulle: [franziska.bulle@larche.org](mailto:franziska.bulle@larche.org) before October 31st.**

**For the nomination team  
Rajeevan CC, Franziska Bulle**

