



## Campus Ministries Student Coordinator

### Position Description

#### I. Qualifications

- A. Broad range of contact with A.U. students is desirable.
- B. Significant experience in area of ministry is desirable.
- C. Must demonstrate leadership qualities and experience.
- D. Must have earned the respect of students, faculty and staff through integrity of Christian life.
- E. Must have a cumulative GPA of 2.5 or above.

#### II. Tasks

- A. Become acquainted with and arrive at a working relationship with director of ministry site.
- B. Begin to identify student volunteers who have the potential to share with you in leadership responsibilities in the ministry.
- C. Be actively involved at the beginning of both semesters in the recruitment, orientation/training and activating of student volunteers.
- D. Remain actively involved in your ministry throughout the year with a special attention to 1) relationships with the directors at ministry site 2) the morale and ongoing support/encouragement of student volunteers, and 3) attending weekly (usually) activities at the ministry site.
- E. Meet with the Campus Ministries staff bi-weekly for a time of fellowship, ongoing training and updates on all Campus Ministries programs.
- F. Involvement in various Campus Ministries and Student Leadership activities throughout the year.
- G. Meet twice a month for one on one meeting with either the Director of Campus Ministries or the Lead Student Coordinators.
- H. Attendance at Campus Ministries/Student Leadership Retreat in August (usually a week before classes begin).
- I. Take the one credit hour "Leadership Seminar" course either in the Fall or Spring semester of your service.

### III. Time

- A. As much time as required to accomplish assignments. Past experience indicates this will average 6-8 hours a week, depending on assignments. Some weeks will require more time, some less.
- B. Bi-weekly staff meetings are 2 hours.
- C. Bi-monthly one on one meetings with either the Director of Campus Ministries or Lead Student Coordinators are 30-50 minutes.

### IV. Relationship (Responsibility -Authority- Accountability)

- A. Direct responsibility to the Director of Spiritual Formation.
- B. Good working relationship with other CM Student Leaders, the Campus Ministries Office/Administrator, directors of respective ministry sites.
- C. Responsible for student volunteers (including volunteer leadership) involved in your ministry.

### V. Performance Criteria

- A. Groups organized and functioning well.
- B. Respect of leadership at ministry site.
- C. Respect of Campus community, including faculty, administration and students.
- D. Willingness to pursue spiritual and emotional growth.
- E. Willingness to authentically share one's life story and experiences.

### VI. Incentives

- A. Living out the call to service and compassion.
- B. Discovering and experiencing the presence of Christ in the lives of others.
- C. Experiencing the sufficiency of God in the midst of your own insufficiency.
- D. Seeing the fruits of your planning and work take shape in your particular ministry setting.
- E. Training and experience in the coordinating and leading of a campus program.
- F. Getting to know and work with a wide range of campus and community leaders.
- G. Students are required to clock in and out in order to be paid for hours worked.