



ANDERSON UNIVERSITY

Department of Student Life

Chapel Band: Student Coordinator JOB DESCRIPTION

POSITION SUMMARY

The Chapel Band: Student Coordinator is an integral part of the Spiritual Life on AU's campus. Primary responsibilities include assisting the Director of Spiritual Formation by assisting in coordinating chapel worship bands, planning Creative Team Nights, and communicating to both chapel bands and Reardon tech staff. It is expected that the Lead Student Coordinators are prayerfully seeking the Lord and offering encouragement to the chapel bands as well as the larger student body.

MISSION OF STUDENT LIFE

The Department of Student Life explores paths for holistic development and helps students navigate their invitation to be co-creators transformed by Jesus Christ for ongoing service to others.

QUALIFICATIONS

- Required: Class standing of Senior or Junior student during the term of employment.
- Required: Good standing, free of academic, disciplinary, or chapel probation
- Required: Worship leading experience
- Required: Musically talented
- Required: Must adhere to the standards outlined in the student code of conduct and possess commitment to academic discovery rooted through a Christian worldview
- Preferred: 2.5 cumulative GPA
- Preferred: Have one year of student leadership experience

VALUED SKILLS AND TRAITS

- Continually seeks the Lord and is growing in personal relationship with Christ.
- The ability to balance academic work with demands of the position.
- Integrity and ethics in job related and personal experiences, which extends to all holidays and breaks.
- Respect for the worth of individuals.
- Exhibits leadership skills.
- The ability to relate to a diverse spectrum of students.
- Organized and meets deadlines in a timely manner.



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- The desire to serve others, tempered with an awareness of personal limitations.
- Skills in establishing rapport along with the ability to relate well.

- The desire and ability to communicate concern for others.
- Compassion toward fellow students, staff and faculty.
- Emotional maturity, dependability, and responsibility.
- Humbly leading a team of peers.
- Willingness to authentically share one's life story and experiences.
- Previous worship leading experience
- Proficient musician, both vocal and instrumental
- Ability to lead a band rehearsal

LEADERSHIP EXPECTATIONS/RESPONSIBILITIES

- Achieve a minimum of 9 Student Leadership Points each semester (Fall and Spring). A menu of Student Leadership Point opportunities will be provided.
- Attend one Career and Calling for Student Leaders session each academic year (3 Student Leadership Points).
- Arrive on campus and/or prepare to begin responsibilities up to one week prior to the start of each semester for training, team building, and preparation.
- Actively support and positively contribute to the work of other student leaders.

ROLE EXPECTATIONS/RESPONSIBILITIES

- Coordinate with Chapel bands scheduled for the week, which includes printing music, sending lyrics to the Reardon Staff, and updating the chapel schedule with any changes.
- Lead/Assist evening chapel band rehearsals on Monday and Wednesday evenings.
- Schedule the chapel bands every month with the Director of Spiritual Formation.
- Attend the Chapel All Call in August/September and help the Director of Spiritual Formation in putting together chapel bands for the year.
- Communicate regularly with the leaders of each band to offer encouragement.
- Plan Creative Team Nights for each semester alongside the Director of Spiritual Formation.
- Attend the bi-monthly Spiritual Life Core Team staff meetings.
- Meet monthly for a one on one meeting with the Director of Spiritual Formation.

TIME COMMITMENT



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- The Chapel Band Student Coordinator is an approximate 8 hour/week role including meetings, planning, rehearsals, and other responsibilities.
- Attend all bi-weekly 2- hour Spiritual Core Team Staff meetings.
- Attend monthly one on one meetings with the Director of Spiritual Formation.
- Attend chapel band rehearsals on Monday and Wednesday evenings.
- Attend sound checks at 10am on Tuesday and Thursday mornings.
- Other training or special worship services as assigned.