

**Student Ministry Coordinator Application**

**Time Requirement:** 10 hours per week

**Compensation:** Volunteer Position

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| **Learning Outcomes***As a result of serving in this role, students will be able to…* * Develop and lead spiritual formation opportunities for individuals and groups
* Collaborate cross-departmentally to provide a variety of ministry opportunities
* Articulate the importance of engaging with issues of diversity and reconciliation
* Participate in meaningful conversation and relationships around issues of diversity and reconciliation
* Describe their experience with, and educate others on, nine different spiritual practices
* Articulate knowledge of, and experience with, resources needed for successful event planning
* Demonstrate problem-solving skills by designing solutions to challenges on their floor and/or in their SMC role
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| **Career & Vocation Match***This position is open to students of all majors and career interests.* *However, this role may be a great fit for those desiring experience in…*

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| * **Career Areas:**
* Ministry – servant leadership in relational ministry
* Counseling – individual and group serving agencies
* Education
* Non-Profit Leadership
 | * **Skills:**
* Communications
* Event Planning
* Worship planning
* Administrative/Project Coordinator
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**JOB DESCRIPTION**

**Purpose of *Student Ministry Coordinator Program***

The purpose of the ***Student Ministry Coordinator (SMC)***program is to serve the spiritual needs of students living in the residence halls. Through God's wisdom and strength, the *SMC* seeks to glorify him with the example of personal lifestyle, and prays for the students on their floor, provides spiritual growth and discipling opportunities, loves and encourages floor mates, nurtures and empowers potential spiritual and campus leaders, and works in partnership with the Resident Advisor (RAs) to develop a floor that strives to become Christ-like.

**What does *Student Ministry Coordinator Program* do?**

An SMC Discovers how God is already working among the people on their floor, so they may partner with SPU ministries to creatively Respond to God’s work in a way that Empowers their residents to grow spiritually and lead courageously.

***Student Ministry Coordinator Position Descriptions***

**Key Ministry Responsibilities:**

1. To be a consistent and supportive presence on the floor.
2. To pray for the floor members and residence hall community.
3. To provide the opportunity for at least two small groups of people from their floor.
4. To lead or facilitate additional opportunities for spiritual growth such as prayer time, hall worship, and mentoring.
5. To recognize and empower potential leaders on the floor.
6. To work in partnership with Campus Ministries, the John Perkins Center and other student groups to inform students of upcoming events.
7. To work in partnership with Residence Life and the Residence Advisor program to create a positive floor environment.
8. Uphold responsibilities as a Campus Security Authority.

 **Key Position Responsibilities:**

1. Read selected ministry leadership bookduring the summer to prepare for the year ahead.
2. Attend Fall SMC Training and Campus Leadership Conference the week prior to start of classes.
3. Attend Winter Ministry Retreat January 2017.
4. Weekly SMC staff meeting facilitated by the RHMC’s (2 hours).
5. During fall quarter 2017 attend SMC Leadership Class (2 hours) - Required for all SMCs

Daytime class - day and time TBD (If you already have a full credit load it will not cost more for you to register)

 GS 3421 - Student Leadership: SMC, 2 credits

Provides training for students in the Student Ministry Coordinator position at SPU. Topics include spiritual formation, team dynamics, diversity training, and program planning.

1. Weekly one-on-one with RHMC (1 hour).
2. Weekly SMC cadre for continued training (1 hour).
3. Weekly meeting with PA to identify needs and goals for floor (1 hour).
4. Attend quarterly SMC staff retreats: fall and spring quarters.
5. Participate in *In-Context* during SMC year (preferably spring quarter prior to SMC year). (1 hour)

 **Key Quarterly Responsibilities:**

1. Host three one on one meetings with residents from your area.
2. Plan one floor focused service project or worship opportunity.
3. Maintain a bulletin board where information from University Ministries and other student groups can be communicated to your floor.
4. Ensure availability of at least two small groups for your floor.
5. Attend SLDC in-service training (2 hours)

**Note:** *The SMC is not a counselor. When helping those in distress, suffering bereavement, or facing other difficulties, every effort is made to support the individual. However, the SMC will recognize their limitations and refer people to the RA, RHMC, RLC, SMC Ministry Advisor, or Student Counseling Center.*

**Qualifications:**

1. Have experience in ministry leadership with local church, non-profit, para-church groups

2 Experience facilitating small groups (preferred)

3. Have participated in *In-Context* prior to SMC service year (preferred)

4. Have lived one academic year in the Residence Halls (preferred)

5. Maintain minimum 2.75 GPA – to be maintained throughout service year

***Student Ministry Coordinator Program* Supplemental Application Questions**

1. Why do you wish to be considered for a position in the SMC ministry? What is it about the SMC position that you are drawn to, or that appeals to you?

2. How would you describe your faith to a non-Christian?

3. Describe a difficulty you faced in the last year or two and the role your faith played in facing that challenge.

4. List and briefly describe current and past leadership and/or service involvement, including SPU and non-SPU related experiences.

5. Explain ways you have participated in on-campus worship or service events.

6. What makes Christian leadership different than other kinds of leadership? How are you hoping to develop qualities of Christian leadership?

7. If you witnessed someone being alienated from your floor’s community, how would you respond?

8. As someone who is in a leadership position perceived to have significant interaction with students, SMCs are defined as a Campus Security Authority, meaning you must report cases of sexual assault and violence. Describe how this information informs your approach to the SMC role.

9. Explain three personal gifts, or strengths you bring to the SMC position.

10. Explain three personal weaknesses, or growth areas you bring to the SMC position.

11. Describe the types of people you enjoy spending time with, as well as those with whom you have greater difficulty being around.

12. If you could magically transform into any kind of animal, which would you choose and what does your choice say about you?

13. An SMC is one who seeks to be relationally oriented to the spiritual well being of others. In what ways would you foster spiritual well-being with others in addition to Bible studies and accountability groups?

14. As an SMC you would be working in partnership with your floor mates, Residence Advisor, SMC staff, and RHMC. What has been your experience being accountable to a supervisor and/or team?

15. In their ministries, SMCs frequently encounter people from different backgrounds than their own. Describe a situation where you encountered a culture that was unfamiliar or uncomfortable to you. What was it like? What did you learn?

16. (Optional) Are you currently, or have you in the past four years, sought professional help for health problems, depression, psychological or physical addictions, or high stress? If yes, please explain below, or in person if you prefer.

17. What are your personal life goals as you know them right now, and where does the SMC position fit into them?

18. Have you ever had, or do you anticipate having problems with SPU’s lifestyle expectations (circle one)?

**Yes (please explain) No**

19. Explain how you typically manage your time, including academics, work, and ministry.

20. List all extra-curricular activities in which you plan to participate next year. Include church, intramurals, SPU athletics, student teaching, and work. Please estimate your weekly time commitment, recognizing that being a SMC requires a time commitment of at least 10 hours per week as well.

21. Placement in Residence Halls - Please indicate if you are or are not able to serve in Emerson or Arnett Halls due to the additional financial cost (circle one):

**Able Unable**

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**ASSP Volunteer Services Agreement**

By offering various positions of volunteer leadership, the Associated Students of Seattle Pacific (ASSP) hopes to provide educational and experiential opportunities that will contribute to the individual development of the undergraduate students of Seattle Pacific University. As a means of recognizing the significant commitment and dedication that our volunteers donate to their respective positions, ASSP provides a stipend to honor the service performed by some of the active volunteers.

This Volunteer Agreement shall remain in effect provided the student retains an Active Volunteer Status (AVS). AVS entails the following things: The volunteer is enrolled for six or more credits, is making satisfactory progress toward his/her degree completion, maintaining a cumulative 2.75 GPA, is abiding by all SPU lifestyle expectations, is in full attendance at the required annual ASSP Leadership Conference, and is satisfactorily performing the duties covered by the Constitution and By-laws of the Associated Students of Seattle Pacific as attested by the ASSP Senate, in consultation with the program advisor.

**Student Leadership Conference**

Student employees and volunteers hired by ASSP are required to attend Leadership Conference September 16th-22nd, 2016, and all leadership and development in-service trainings (1 per quarter) throughout the 2016-2017 academic year.

\*\*By signing you recognize the above requirements and conditions if hired by an ASSP program.

\*By checking these boxes you have agreed to uphold the lifestyle expectations and attendance requirements if selected for this position.

Date: Click here to enter text.

Signature: Click here to enter text.

**Questions?**

**For further information about the CampusStudent Ministry Coordinatorrole, please contact:**

 Lindsey Catton Campus Student Ministry Coordinator (CSMC) 2015-2016

 cattonl@spu.edu

 Andrew Erne Campus Student Ministry Coordinator (CSMC) 2015-2016

 ernea@spu.edu

 Deb Nondorf SMC Ministry Advisor

 debn@spu.edu Office of Campus Ministries

Phone: (206) 281-2456

**Please turn in applications to *Campus Ministries* no later than**

***5:00pm on March 10, 2016.***

 ***Please include name and position you are applying for in the subject line.***

If selected as a candidate, you will be asked to interview between March 29-31, 2016.

If you have any question, please email cattonl@spu.edu or ernea@spu.edu



Student Ministry Coordinator

2016-2017 Position Application

Name: Click here to enter text.

SPU ID: Click here to enter text.

Class Standing: Click here to enter text.

Major: Click here to enter text.

GPA: Click here to enter text.

Phone: Click here to enter text.

Email: Click here to enter text.

**Attachments:**

* Please attach your **answers** to the questions in this packet. (Less than 350 words for each question)

**Interviews:**

Interviews will be held March 29th, March 30th, and March 31, 2016. Please indicate below which times you would be available for an interview. You will be scheduled an interview based on your availability, and your assigned interview time will be emailed to you by Sunday, March 20, 2016.

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| --- | --- | --- |
| **March 29th** | **March 30th** |  **March 31st**   |
| 5-7PM | 5-7PM | 5-7PM |
| 7-9PM | 7-9PM | 7-9PM |

**Personal References:** 1 – Faculty/Staff/Supervisor, 1 – Student Leader/Peer

*Special Note: If you have already applied for a different ASSP position, you do not need to request new references. Please note on your application if this is the case and we will use your previous references.*

The following web link directs you to our online reference form. **It is YOUR responsibility to send this link to your personal references, and have them complete the form by the application due date.** Please make sure they include your name and which position you are applying for.

 <https://spu.formstack.com/forms/references2016>

1. Name: Click here to enter text.

Occupation: Click here to enter text.

Phone/Email: Click here to enter text.

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