Student Ministry Coordinator

Application

(SMC)

2015-2016

“May the God who gives endurance and encouragement give you a spirit of unity among yourselves as you follow Christ Jesus, so that with one heart and mouth you may glorify the God and Father of our Lord Jesus Christ."

Romans 15: 5-6

**Seattle Pacific University Mission**

As a community of learners, Seattle Pacific University seeks to educate and prepare students for service and leadership. We are committed to evangelical Christian faith and values, and to excellence in teaching and scholarship for the intellectual, personal, and spiritual growth of our students.

**Office of University Ministries Mission**

To participate in the fulfillment of SPU mission by promoting students’ understanding of the meaning and implications of the Christian faith; growth in Christian discipleship and community life; appreciation of the rich diversity in Christian worship; and fruitful commitment to a lifestyle of service and engagement of our culture and world with the gospel of Jesus Christ.

**Student Ministry Coordinator Program Mission**

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** **Purpose**

The purpose of the Student Ministry Coordinator 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 their lifestyle, prays for the students on their floor, provides spiritual growth and discipling opportunities, builds loving and encouraging relationships, nurtures and empowers potential leaders, and works in partnership with the Residence Advisor to develop a floor that strives to become Christ-like.

**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 to gather from their floor.
4. To lead or facilitate additional opportunities for spiritual growth such as prayer time, hall worship, or mentoring.
5. To recognize and empower potential leaders on the floor.
6. To work in partnership with the Office of University Ministries and the Center for Worship 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 bookduring the summer to prepare for the year ahead.
2. Attend Fall SMC Training and Campus Leadership Conference.
3. Attend Winter Ministry Retreat.
4. Weekly SMC staff meeting facilitated by the RHMC’s (2 hours).
5. In fall quarter attend SMC class (2 hours)

Monday Nights 6-8PM,(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. Offered during fall quarter. Required for all SMCs.

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.
5. Participate in In-Context for one quarter during 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 info from OUM/CFW can be communicated to your area.
4. Ensure availability of at least 2 small groups for your area.

An SMC must maintain a GPA of 2.5 or higher.

**Note:** The SMC is not a counselor. When helping those in distress, suffering, bereavement, or facing other difficulties, every effort should be made to support the individual. However, the SMC should recognize his/her limitations and refer such cases to the RHMC, RLC, SMC Program Advisor, or counseling center.

**SMC Program Selection Timeline 2015**

(dates subject to change)

|  |  |
| --- | --- |
| **March 10th** | **SMC Applications Due** |
| **March 31st-April 3rd** | SMC Interviews (New CSMCs will participate) |
| **April 11th** | SMC Notification |
| **April 18th** | SMC Signed Contracts due |
| **TBA** | New Staff Celebration |

**Student Ministry Program**

**Student Ministry Coordinator**

**Application Form**

**2015-2016**

Name : Mailstop:

SPU ID #:Current Class Status:

Date of Birth:Major/Minor:

Current GPA:(A SMC must maintain a 2.50 GPA or higher.)

Email:Phone:

Home Address:

City: State: Zip:

Home Phone:

Do you attend church regularly? If so, what is the name of it?

Have you ever attended any other college or university? If so, where and when?

Please indicate your personal history in the residence halls at SPU:

Residence Hall/FloorQuarter(s) you lived there

**(NOTE: Please limit answers to 500 words maximum for each question.)**

Please type your responses.

**Reason for Application**

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

**Statement of Faith**

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

**Spiritual Growth**

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

What is a one aspect of Christian faith that you wish you understood better?

**Leadership and Service**

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

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

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

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

As someone who is in a leadership position with 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.

**Personal Background**

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

Explain three personal weaknesses you would bring to the SMC position.

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

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

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 outside of Bible studies and accountability groups?

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

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?

(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.

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

Have you ever had/do you anticipate having problems with SPU’s lifestyle expectations? (circle one)

**Yes** (please explain)**No**

**Activities**

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

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.

**Placement in Residence Halls**

**Please indicate if you are unable to serve in Emerson Hall due to the additional financial cost. able/unable (circle one)**

**Interviews**

Interviews will be held March 31st , April 1st , and April 2nd . 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 23rd.

|  |  |  |
| --- | --- | --- |
| **March 31st** | **April 1st** | **April 2nd** |
| 5-7PM | 5-7PM | 5-7PM |
| 7-9PM | 7-9PM | 7-9PM |

**Personal References**

Three reference evaluation forms are included with this application. It is your responsibility to be sure they are submitted to the Office of University Ministries by **March 10th, 2015**.

List the names, addresses and phone numbers of your references below. We ask that you have two student leaders and one faculty, staff, or current mentor.

1.

2.

3.

Please note that the information contained on the completed reference evaluation forms is considered confidential and will not be available for your review or any other individual who is not a part of the selection committee.

All references must be sent to: Jake Crammer/Brooke Holt

Office of University Ministries

Seattle Pacific University

3307 Third Avenue W.

Seattle, WA 98119

By signing this document, you indicate that you have provided truthful and accurate information in your answers. You acknowledge that you have read through the SMC position description and understand the commitment level of the role. You also indicate that you have prayerfully submitted this application, and will continue to pray for the outcome of the process.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Submit your application by 5:00 pm, Monday, March 10th, to the Office of University Ministries, on the second floor of the SUB.**

If you have any questions, please email Brooke Holt at holtc1@spu.edu or Jake Crammer at crammerj@spu.edu.

**Student Ministry Coordinator Reference Form**

(To be completed by a faculty member, staff member, current mentor or current mentor.)

Name of Applicant\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This person is applying for the position of **Student Ministry Coordinator** at Seattle Pacific University. The purpose of the Student Ministry Coordinator 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 their personal lifestyle, prays for the students on their floor, provides spiritual growth and discipling opportunities, loves and encourages floormates, nurtures and empowers potential leaders, and works in partnership with the Residence Advisor to develop a floor that strives to become Christ-like. To be successful, a person in this position must possess or be capable of developing the following attributes:

* The desire to grow spiritually in Jesus Christ
* The desire to help others grow spiritually in Jesus Christ
* Stability and maturity, emotionally, psychologically, and spiritually
* The ability to establish and maintain healthy relationships
* The ability to lead with a servant attitude
* The ability to initiate activities (i.e. to set and complete goals)
* The ability to communicate effectively
* The ability to organize and manage one’s own activities
* The ability to function within a staff

Those involved in the Student Ministry Coordinator selection process would appreciate your assessment of this candidate based on his/her personal characteristics, spiritual maturity, and potential for success in this role. Thank you for your assistance in this process. This information will be used only for the purpose of selecting the SMC staff. As such, the information contained herein is **confidential** and will not be available for review by the applicant.

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Jake Crammer/Brooke Holt

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(To be completed by a Residence ministry leader, i.e. Residence advisor, SMC, SPRINT Core, ect.)

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1. How well do you know the applicant?\_\_\_Slightly \_\_\_Fairly well \_\_\_Very well

2. Under what circumstances have you known the applicant? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. How long have you known the candidate? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Considering other college students you know, please rate this applicant following criteria. (Feel free to write comments in the space provided.)

**5** = Exceptional**4** = Good**3** = Average**2** = Needs Improvement**1** = Poor

**N/A** = Not Applicable or do not have experience with the person in this capacity

5 4 3 2 1 N/A **CHRISTIAN COMMITMENT**: The overall modeling of Christian values and lifestyle.

5 4 3 2 1 N/A **LEADERSHIP**: The ability to inspire others; to coordinate and lead activities; to facilitate group interaction.

5 4 3 2 1 N/A**ORGANIZATION**: The ability to prioritize tasks and manage time wisely.

5 4 3 2 1 N/A**OPTIMISM**: The ability to maintain a positive outlook in the face of challenges.

5 4 3 2 1 N/A**REALISTIC**: The ability to assess ideas and situations realistically.

5 4 3 2 1 N/A**INITIATIVE**: How this person approaches new situations; self motivation; ability to set and accomplish goals; and need for supervision.

5 4 3 2 1 N/A **INTERPERSONAL** **RELATIONSHIPS**: Attitude and ability to work with Residences and supervisor; sincerity; flexibility; ability to cooperate; ability to manage conflict in her/his own relationships.

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**Student Ministry Coordinator Reference Form— PAGE 3**

(attach additional sheet if necessary or desired)

5. Please assess this candidate’s strengths and weaknesses.

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Indicate you understanding of this person’s potential for success in the SMC program by checking one response:

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