

**Sharpen CHA - Area Ministry Coordinator**

**Time Requirement:** 8-10 hrs/week

**Compensation:** Volunteer Position

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| **Learning Outcomes**  *As a result of serving in this role, students will be able to…*   * Disciple students as leaders and followers of Christ. * Balance the needs of a diverse team of individuals. * Collaborate with other ministries and groups to serve the CHA population. * Create hospitable environments. * Plan weekly team meetings. * Give focus and direction to developing small group opportunities in CHA. |

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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…*   * Serving marginalized groups—especially those in Campus Housing and Apartments. * Developing individuals as followers of Christ. * Developing teams of individuals as a community committed to Christ. * Discipleship and hospitality. |

**JOB DESCRIPTION**

**Purpose of Area Ministry Coordinator**

The purpose of the Area Ministry Coordinator (AMC) is to serve the spiritual needs of students living in Campus Houses and Apartments (CHA). Through God’s wisdom and strength, the AMC seeks to glorify God with the example of their lifestyle, pray for the students in their community, provide spiritual growth and discipline opportunities, build loving and encouraging relationships, nurture and empower potential leaders, and work in partnership with Residence Life staff to develop a Christ-like environment in CHA.

**Area Ministry Coordinator responsibilities are:**

1. To be a consistent and supportive presence In CHA.
2. To pray for the CHA community.
3. To empower CHA Ministry Coordinators (CHAMCs) in their facilitation of spiritual growth within CHA. This may include creating events such as prayer time, worship, Bible study, small groups and mentoring.
4. To work in partnership with Campus Ministry (CM) and Residence Life staff to create a positive community life within CHA.
5. To help CHAMCs connect residents to relevant services on campus, including health services and the Student Counseling Center (SCC).[[1]](#footnote-1)
6. Uphold responsibilities as a Mandatory Reporter.1

**Area Ministry Coordinator Position Descriptions**

1. Attend Fall Sharpen Training and Campus Leadership Conference. This is time set aside to become acquainted with Sharpen Core, become oriented to the year, and to begin training processes, set goals, objectives and strategies for upcoming year with both ministry and other SPU student leaders
2. Attend relevant training events in the 2016-2017 academic year organized through Student Leadership Development Committee (SLDC). **Note**: This will include serving at Fall Orientation as part of a S.P.O.T. (**S**eattle **P**acific **O**rientation **T**eam), to assist students as they move in to their apartments or residence halls.
3. Attend Winter Ministry Retreat the first or second weekend of January 2017.
4. Meet monthly with CHA Residence Life Coordinator(s) (RLC’s).
5. Facilitate weekly CHA Ministry staff meeting.
6. Regular one-on-one meeting with Sharpen Coordinator.
7. Attend weekly Sharpen Cadre for continued training and support.
8. Regular meeting with CHAMCs to identify needs and goals for CHA community, and to provide them with support and encouragement.
9. Attend fall quarter Sharpen staff retreat and (possible) spring quarter retreat.
10. Participate in *[In-Context]* during one quarter of AMC year of service.
11. In partnership with the entire CHA Ministry Staff, plan one all-CHA event per quarter focused on a service project or worship opportunity.

**Qualifications**

1. A commitment to work on Sharpen Core for one academic year.
2. Minimum cumulative GPA of 2.75.
3. The desire to grow spiritually in Jesus Christ.
4. The desire to help others grow spiritually in Jesus Christ.
5. Stability and maturity: emotionally, psychologically and spiritually.
6. The ability to motivate and facilitate leadership within *Sharpen* ministry.
7. The ability to lead with a servant attitude.
8. The ability to work as part of a team.
9. The ability to communicate effectively.
10. The ability to organize and manage one’s own affairs (academic as well as ministry responsibilities).
11. The desire to be a part of a community supporting relationships among off-campus, transfer, and commuter students; and helping develop small group fellowship opportunities.
12. Desire to be a small group leader or mentor.

**CHA Area Ministry Coordinator - Supplemental Application Questions**

**Reason for Application**

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

**Statement of Faith and Spiritual Growth**

* Write a brief statement of faith. Phrase it in words a non-Christian would understand.
* How would you define “reconciliation”? How does reconciliation fit into the work of Sharpen?

**Spiritual Growth**

* Identify and describe two areas of spiritual growth you have experienced this past year. What has made this spiritual growth possible? What is an aspect of Christian faith that you want to understand better?

**Leadership and Service**

* List and describe current and past leadership and/or service involvement, including SPU and non-SPU related experiences.
* One of Sharpen’s goals is to create hospitable environments where people feel welcome. How do you welcome others into a new environment? Why might people feel unwelcome in a new environment?

**Personal Background**

* Explain three personal gifts or strengths you would bring to the Area Ministry Coordinator (AMC) position.
* Explain three personal weaknesses you would bring to the Area Ministry Coordinator (AMC) position.
* In its ministry, Sharpen frequently encounters people from diverse backgrounds. Describe a situation where you encountered a culture that was unfamiliar or uncomfortable to you. What was it like? What did you learn?

**AMC activities and responsibilities**

* How would you foster healthy and effective partnerships between your CHA ministry staff, the rest of SharpenCore and Residence Life staff?
* The AMC plans the CHAMC staff meeting each week. Its purpose is to spiritually encourage and challenge CHAMCs in their ministry, as well provide a relaxing time of fellowship. How would you creatively accomplish this objective?
* Imagine a CHAMC was failing to spend time building relationships in CHA or among his or her staff members. How would you approach and resolve the issue?

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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-services (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 Area Ministry Coordinator role, please contact: Jonathan Van Schenck (vanschenckj@spu.edu)**

**Please turn in applications to Sharpen Mailbox c/o Jonathan Van Schenck or Deb Nondorf’s inbox on 2nd SUB no later than 5pm on April 29th, 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 **May 2nd - 6th, 2016**

If you have any question, please email Jonathan Van Schenck (vanschenckj@spu.edu)



Area 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

**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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1. **Note:** The CHAMC 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 CHAMC will recognize their limitations and refer such cases to the AMC, RLC, *Sharpen* Ministries Advisor, or Student Counseling Center. [↑](#footnote-ref-1)