

**CHA Ministry Coordinator (CHAMC)**

**Time Requirement:** 6-10 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 followers of Christ.
* Balance the needs of a diverse team of individuals.
* Manage weekly discipleships events.
* Collaborate with other ministries and groups to serve the CHA population.
* Create hospitable environments.
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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 in Campus Housing and Apartments.
* Developing individuals as followers of Christ.
* Developing teams of individuals as a community committed to Christ.
* Discipleship and hospitality.

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| **Careers:**Ministry – servant leadership in relational ministry Counseling – individual and group serving agenciesEducationNon-Profit Leadership | **Skills:**CommunicationsEvent PlanningWorship planningAdministrative/Project Coordinator |

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**JOB DESCRIPTION**

**Purpose ofthe CHA Ministry Coordinator (CHAMC)**

The purpose of the CHA Ministry Coordinator (CHAMC) is to serve the spiritual needs of students living in Campus Housing and Apartments (CHA). Through God’s wisdom and strength, CHAMCs seek to glorify God with the example of their lifestyle, pray for the students in their community, provide spiritual growth and discipling 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.

**What does the CHA Ministry Coordinator (CHAMC) do?**

1. Strives to be a consistent and supportive presence In CHA.
2. Prays for the CHA community.
3. Strives to lead or facilitate additional opportunities for spiritual growth such as prayer time, worship, Bible study, or mentoring.
4. Recognizes and empowers potential leaders in CHA.

**What does the CHA Ministry Coordinator (CHAMC) do? (continued)**

1. Works in partnership with the Campus Ministries, Residence Life Coordinators and RAs to inform students of upcoming events, and to create a positive community environment.
2. Connects students to relevant services on campus, including health services and the Student Counseling Center (SCC).[[1]](#footnote-1)
3. Upholds responsibilities as a Campus Security Authority.1

**CHA Ministry Coordinator Position Description**

1. Attend Fall Sharpen Training and Campus Leadership Conference the week before classes start in September 2016. 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 as a part of 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 in January 2017.
4. Attend weekly CHA Ministry staff meeting facilitated by the Area Ministry Coordinator.
5. Attend regular one-on-one with AMC.
6. Attend weekly Sharpen cadre for continued training and support.
7. Attend regular meeting with RA’s to identify needs and goals for CHA community.
8. Attend fall quarter Sharpen staff retreat and (possible) spring quarter retreat.
9. Participate in *[In-Context]* for one quarter during CHAMC year.
10. In partnership with the entire CHA Ministry Staff, plan one all-CHA event focused on a service project or worship opportunity per quarter.
11. Meet with Sharpen Coordinator to assess ministry goals and receive additional training, discipleship and encouragement.
12. Maintain a bulletin board where info from Campus Ministries can be communicated to your area.

**Qualifications**

* The desire to grow spiritually in Jesus Christ.
* The desire to help others grow spiritually in Jesus Christ.
* Maintain 2.75 cumulative GPA
* Participate in *[In-Context]* prior to year serving, or during fall quarter 2017.
* Stability and maturity: emotionally, psychologically and spiritually.
* The ability to lead with a servant attitude.
* The ability to work as part of a team.
* The ability to communicate effectively.
* The ability to organize and manage one’s own affairs (academic as well as ministry responsibilities).
* The desire to be a part of a community supporting relationships among commuter, transfer, and CHA students, and helping develop small group opportunities.
* Desire to be a small group leader or mentor.

**CHA Ministry Coordinator Supplemental Application Questions**

**Reason for Application**

* Why do you wish to be considered for a position in the CHAMC ministry?
* What is it about the CHAMC position that you are drawn to, or that appeals to you?
* The CHAMC program is a ministry organized under Sharpen and Campus Ministries for students who are commuters, transfers or live in CHA. Please describe Sharpen’s ministry, as you currently understand it, and any experiences you’ve had with Sharpen.

**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 a CHAMC?
* 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?
* What is the relationship among diversity, reconciliation, and ministry in your experience?

**Personal Background**

* Identify three of the gifts or strengths you would bring to this CHAMC position.
* Identify three personal weaknesses or growth areas you would bring to the CHAMC position.
* A CHAMC is one who seeks to be oriented, relationally, to the spiritual well-being of others. In what ways would you foster spiritual well-being with others outside of Bible studies and small groups?
* 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 about yourself?

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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 17th-21st, 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** **CHA Ministry Coordinator (CHAMC) role, please contact: Jonathan Van Schenck (vanschenckj@spu.edu)**

**Please turn in applications to Sharpen Mailbox c/o Jonathan Van Schenck or in Deb Nondorf’s inbox**

**on 2nd SUB no later than:**

**5:00pm 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 - 12th, 2016**

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



CHA 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/untitled_form_63>

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 Ministry Advisor, or the Student Counseling Center (SCC). [↑](#footnote-ref-1)