



CAMPUS MINISTER (CM)

Description:

- The Campus Minister is primarily responsible for the execution and growth of the small group ministry.
- The CM collaborates with the Ministry Team in creating and maintaining CCM as a place of welcome and hospitality
- The CM receives training from the EC consultants, as well the pastoral and administrative staff.
- The CM reports to the Director.

Responsibilities:

1. Small Group Ministry:

- Cultivate relationships, train Small Group Leaders (SGL), launch Training Discipleship Groups (DTG), coordinate Small Group, and align ministry efforts to reach out and make disciples. (hours documented below)
- Assist in coordinating Fall & Spring Servant Leadership Retreats for the formation and training of Student Leaders
- Coordinate the various “Sign-up” moments for Small Groups each year and track and monitor student attendance and engagement throughout the year
- Prepare and disseminate all Small Group materials (2 to 20 hours per semester depending on material)
- Serve as the primary point of contact with the Evangelical Catholic ministry (4 hours per month)
- Meet with 6-8 students weekly for One-on-One Discipleship Mentoring (10 – 15 hours per week)
- Lead weekly Discipleship Training Group (3 hours per week)
- Lead Small Group Leaders Meeting (2 hours weekly for 4 weeks then bi-weekly for rest of semester)
- Cultivate relationship with students who are Faithful, Available, and Teachable for the purpose inviting them into a Training Group and/or One-on-One Discipleship (4 hours per week)
- Schedule, plan and execute monthly Small Group meetings with Campus Ministry Staff and regular meetings with EC
- Provide mentorship for Outreach & Hospitality Peer Minister(s)
- Collaborate with Outreach & Hospitality Peer Minister(s) for outreach efforts at Drury, MSU, and OTC

- Assist in planning and organizing Justice & Service Trip
- Actively participate in staff meetings
- Attend the Campus Ministers Association meetings as available
- Enter and maintain the Excel database of new students' registration

2. Pastoral:

- Be present for all Sunday/Holy Day Masses and Large Group Events. (Basically, be at events where leaders and future leaders will be present.)

3. Professional Development

- Attend and coordinate Evangelization Training Camp (ETC)
- Commit appropriate time to continue developing spiritually as a Minister of the Gospel

4. Support campus community outreach and engagement and perform other duties as assigned

Qualifications:

- Require a Bachelor's degree
- Must be certified or willing to complete Virtus training.

Some of the main qualities needed by the successful campus minister are:

- Practicing Catholic in good standing with the Catholic Church
- Strong commitment to evangelization
- Ecumenical awareness and sensitivity
- A high level of integrity, ethics, and professionalism
- Strong sense of confidentiality
- Empathy
- Reliability
- Maturity and the capacity for self-giving relationships that respect appropriate boundaries towards oneself and others
- Creativity/sense of humor
- The ability to deal patiently and kindly with people from different backgrounds and outlooks
- Be self-motivated, willing to take personal initiative, and able to work in a fast paced environment, both independently and with a team.

Any of the following, while not obligatory, will be valuable assets for the campus minister:

- Experience in university campus ministry or equivalent work/ministry experiences
- Some formal theological training
- Basic proficiency with Microsoft Office (Word, Excel, and PowerPoint), Google Drive, particularly google forms

Note: All Diocesan employees are required to acknowledge and sign the Ethics and Integrity in Ministry policy.