Position Title: Campus Minister - Faith Communities and Retreats

Full Time or Part Time Status: Full Time, 10 month

If Part Time, hours per week:

If temporary, please provide a start and end date:

Job Type: Salaried/Exempt

Position Summary or Faculty Qualifications

Develop and manage a coherent program of Christian Life Communities (Koinonia) based in gospel values and Ignatian spirituality which are optimally suited for college-age students, and which will develop students in their understanding and practice of the faith. Develop and oversee the Search retreat program and related retreats. Provide pastoral ministry for students – particularly those involved in CLC and Search programs – in a manner which complements and supports the various functions of the department. This is a full-time, 10 month position.

- Oversee Koinonia program
- Coordinate the Koinonia (Christian Life Communities) program within the Office of Campus Ministry in a manner consistent with the Jesuit/Catholic nature of the university
- Develop, organize, and oversee a comprehensive meeting syllabus which emphasizes student faith formation in the context of welcoming and appealing community format.
- Select, train, and provide on-going mentoring for student leaders for each group.
- Publicize programs and recruit participants with a goal of maximum capacity each year. Capacity will be determined in conversation with the Director of Campus Ministry.
- Arrange schedules and meeting spaces. Oversee use of all facilities for meetings.
- Work with student leaders to coordinate social and faith-formation activities.
- Develop and facilitate Montserrat gatherings — a regular (weekly or bi-weekly) meeting format for more intensive and intentional faith formation.
- Oversee freshman 4th Day meetings.
- Coordinate one or more Busy Persons Retreat annually.
- Oversee and manage Search retreat program.
- Schedule, prepare, and facilitate multiple weekend Search retreats annually.
- Select, develop, and supervise peer ministry teams to host the retreats.
- Establish follow-up events to promote continued spiritual growth among participants.
- Evaluate the retreat program annually and collaborate with campus...
ministry staff on the future development of student retreat programs.  
• Develop and facilitate Manresa retreat for those who have previously 
attended Search.  
• Develop and facilitate additional retreats as needed.

• Assist as needed with other Campus Ministry activities and provide 
general pastoral assistance on campus, including occasional emergency 
response.
• Other duties as assigned by the Director of Campus Ministry.

Secondary Responsibilities:

Physical Requirements and/or Unusual Work Hours: Significant evening and weekend hours are required.

Minimum Requirements: Candidate should be well versed in Ignatian Spirituality and the Catholic faith. Organizational and communication skills are essential, as is an ability to relate well with young adult students. Bachelor’s degree and some experience of youth, collegiate, or young adult retreats and small faith community coordination required.

Preferred Qualifications: Master’s degree in theology or related field highly preferred, as is significant experience with faith-based retreat programs for college students. Ideal candidate would have a proven ability to effectively coordinate and execute ministry programs, instruct and train volunteer leaders, and build positive working relationships with colleagues and students.

Additional Information:

Position Classification: Professional

Union: None

Number of direct reports to this position: 0

Department: 121000 - Office of Campus Ministry

Hiring Range: $36,000 - $40,000

Band: 14

Date Open to Internal Applicants: 02/01/2013