



## **Campus Minister for Small Group/ Discipleship and Social Justice/Service Ministry**

### **Description:**

- The Campus Minister for small group/discipleship and social justice/service ministry collaborates with the Ministry Team in creating and maintaining Catholic Campus Ministry (CCM) as a place of welcome and hospitality.
- The Campus Minister for small group/discipleship and social justice/service ministry is primarily responsible for the execution and growth of the small group/discipleship.
- The Campus Minister for small group/discipleship and social justice/service ministry directs social justice/service ministry.
- The immediate supervisor of the Campus Minister for small group/discipleship and social justice/service ministry is the Assistant Director of Mission and Ministry and the final report and evaluation goes to the Director.

### **Responsibilities:**

1. Small Group/Discipleship Ministry
  - Plan and execute small group leaders (SGL)/one-on-one discipleship training in the Fall/Spring Semester
  - Organize “sign-up” moments for small groups; track and monitor student attendance and engagement throughout the year
  - Instruct SGL in utilizing small group materials
  - Meet with 6-8 students weekly for One-on-One Discipleship Mentoring
  - Coordinate Discipleship Training Group (DTG)
  - Lead SGL meeting (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 DTG and/or One-on-One Discipleship Mentoring
  - Assist with CCM Future Leaders Summit
  - Promote, plan, and attend Evangelization Training Camp (ETC)
  - Coordinate the Seek Conference as needed
  - Offer pastoral counseling as needed
2. Social Justice/Service Ministry
  - Supervise CCM monthly community service opportunity
  - Coordinate
    - Catholic Relief Services (CRS) Student Ambassador Training
    - CRS Salt Summit
    - Catholic Social Ministry Gathering
  - Promote and organize the Justice & Service Immersion Trip

### 3. Others

- Commit appropriate time to continue growing spiritually as a Minister of the Gospel
- Assist in planning for the *Source & Summit*
- Give talks for RCIA as requested by the Assistant Director of Mission and Ministry
- Oversee weekday mass and Thursday night event
- Be present and coordinate one of Sunday Masses
- Close up CCM on Tuesdays & Thursdays
- Attend Peer Minister meeting
- Perform other duties as assigned

#### **Qualifications:**

- Require a Master's degree in theology, pastoral ministry/studies, religious studies
- Prefer to have at least 2 or 3 years of experience in religious education, parish and/or campus ministry
- Computer & Technology Proficiency - Intermediate skill level using Microsoft Office Word, Excel, Google Drives, etc. Social media (Facebook, twitter)
- Position requires flexible hours, weekends and evenings
- Must be certified or willing to complete Virtus training

Some of the main qualities needed by the Campus Minister of Small Groups Ministry and Social Justice/Service Ministry 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
- The ability to challenge students to grow – social, spiritually, intellectually, and morally
- The ability to offer constructive feedback to all types of people
- The ability to consistently meet deadlines; welcomes and applies feedback to improve performance
- 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

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