



POSITION ANNOUNCEMENT

Job Title: Director of Campus Ministry
Department: Office of Campus Ministry
Reports To: Vice President for Student Affairs and Mission Integration
Level: 8
Shift/Hours: 40 hours per week
Prepared Date: August 29, 2017

SUMMARY

This position fosters the spiritual, liturgical, and religious life of students. Responsible for creating a vibrant and active campus ministry program designed to develop the whole student, integrated in the Franciscan tradition. Collaborates with faculty and staff, to build and sustain an effective campus ministry that is essential to students' spiritual and faith formation.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Applies a dynamic vision to oversee a comprehensive campus ministry program that actively engages students in integrating their intellectual lives with their spiritual and faith development along with their service for and with others.
2. Collaborates with the Vice President for Student Affairs and Mission Integration and members of the Mission Core Team in line with the Madonna mission and core values and the teachings of the Catholic Church to shape our Catholic Identity and Franciscan Intellectual Tradition.
3. Fosters the spiritual development of the campus community and fostering dialogue and understanding among people of different faiths, and celebrating the richness of religious diversity.
4. Partners with various university offices to promote Catholic student recruitment and retention.
5. Establishes, coordinates, and develops a Madonna Student Outreach Retreat Team, a student-led retreat ministry as an outreach to area parishes and high schools. Establishes a student ministry that promotes the Catholic identity of Madonna University both on and off campus.
6. Develops programs, retreats, and mission trips as spiritual growth opportunities for the student body, through the implementation of ongoing catechetical and faith formation activities.
7. Coordinates daily student-focused liturgy and assist in the planning of campus wide liturgies.
8. Cultivates relationships with external Catholic organizations and youth/young adult groups, while working in partnership with Madonna University's offices to promote a Catholic atmosphere.
9. Coordinates the celebration of the Eucharist and in partnership with the music department, organizes liturgically sound music that is led by students and consistent with the season and occasion.
10. Advises the faith-based student organizations as well as supervise and work with campus ministry student workers.
11. Collaborates with various offices and departments to engage in community service activities consistent with the teachings of the Church in peace and justice, human and social issues.
12. Cooperates with the Advancement Office and other offices and departments to enhance liturgical services. Assists with related activities/special projects as assigned.
13. Other duties as assigned.

SUPERVISORY RESPONSIBILITIES

Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities may include interviewing, hiring and training; planning, assigning and directing work of student workers; addressing complaints and resolving problems.

QUALIFICATIONS

The above statements reflect the general responsibilities of the position and should not be construed as a detailed description of all the work requirements that may be inherent in this position. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. May be required to work outside of normal working hours.

EDUCATION AND EXPERIENCE

Master's degree in Theology, Religious Studies, Pastoral Ministry or a related field and at least five (5) years' experience in young adult ministry and/or campus ministry are required. Must be energetic, self-starter, visionary, creative with the ability to establish and maintain collaborative community partnerships, relationships, and design programs to support the spiritual development of student. Must be highly organized, innovative and able to inspire others in their life of faith and have the capacity to articulate and explain faith practices to college students. Knowledge of the personal and spiritual development of college-aged students; a strong service orientation and demonstrated success in working with diverse populations is required. Must have an understanding and commitment to a Catholic liberal arts education. Demonstrated success in staff supervision, team building, budget management and report writing. Personally models a life of devotion to the Catholic faith. Working knowledge of Microsoft Office required.

TO APPLY

Please complete the application at <http://www.madonna.edu/resources/human-resources>. Please send a letter of intent reflecting the above responsibilities and qualifications and a resume to hr@madonna.edu. Current employees must complete the internal application on MY Portal >Employee Resources.

MADONNA UNIVERSITY

A Catholic institution founded by the Felician Sisters, and guided by the values of St. Francis. Candidates must be committed to excellence in teaching, scholarship, and service, and support the Mission of the University. We are an equal opportunity employer committed to a culturally diverse workforce. Candidates must be legally authorized to work in the United States. Verification of employment eligibility will be required at the time of hire. Thank you for your interest in employment opportunities at Madonna University.