

## **Director of Campus Ministry at Georgia College & State University**

Georgia College & State University is a public liberal arts university that is located in Milledgeville, Georgia and serves approximately 7,000 students. The central campus comprises about 43 acres and West Campus, a 500-acre extension two miles from the central campus, contains The Village student apartments and athletic fields. Catholic campus ministry has been present at the university for many years, including the presence of FOCUS missionaries for 10 years. This college ministry is in need of a full-time Director of Campus Ministry who will collaborate with the FOCUS missionaries to grow the campus ministry.

### **Position Summary:**

The Director of Campus Ministry is a ministry position that provides pastoral leadership within the university community to evangelize and foster spiritual growth of the students through faith formation, service outreach, community events and developing student leaders.

The Director must be a fully initiated member of the Catholic Church that nourishes his or her faith through ongoing spiritual formation and prayer, is faithful to the Church's teaching and strives to live a life of integrity and witness to the Gospel. The Director should be familiar with the Church's teaching on evangelization and mission, especially in the current cultural context. The Director should have the ability to create and execute programs, understand the value of relational ministry, and serve as a strong ministerial leader. The Director is responsible for the efficient functioning of the Catholic Center house. The Director will work closely with the Chaplain (the Pastor of Sacred Heart Parish). The position is full time, offering a flexible 40 hours-per-week schedule, competitive compensation, and health and retirement benefits.

### **Essential Duties and Responsibilities:**

- Provide evangelization-centered leadership, pastoral care and spiritual guidance to students on an ongoing basis.
- Organize bible study groups, prayer groups and small groups as needed and requested.
- Plan and implement fellowship events and prayer services.
- Oversee sacramental preparation required by students.
- Supervise and plan liturgies and prayer services.
- Plan and collaboratively implement retreat opportunities.
- Plan, organize, and facilitate service opportunities and incorporate theological reflection on principles of Catholic social teaching.
- Work collaboratively with faculty, staff, and on-campus groups in order to engage students in Campus Ministry activities including regular tabling on campus.
- Create Catholic community engagement events.
- Recruit, train and supervise a student leadership team.

- Participate in various meetings that help support Campus Ministry goals and objectives.
- Campus Ministry finance and budget management
- Lead future fundraising and development activities including the annual #iGIVECATHOLIC campaign and build up a solid alumni base.
- Oversee and manage a team of volunteers for maintaining the facility and grounds.
- Maintain social media including Facebook, Instagram and website.
- Fulfill other duties as assigned.

### **Experience and Education Requirements:**

- Undergraduate degree in Divinity, Theology, or Liturgy from an accredited Catholic university is preferred.
- Applicants should be a practicing Catholic in good standing with the Roman Catholic Church.
- Minimum 2 years of work experience in ministerial activities related to the faith development of young adults is preferred.
- Minimum 2 years of experience in planning and organizing various young adult programs related to service, social justice, and/or catechesis is preferred.
- Excellent communications skills, both verbal and written.
- Excellent organizational skills and the ability to prioritize projects and activities.
- Ability to work effectively in collaboration with others.
- Possess the enthusiasm, creativity, knowledge, and energy needed to meet the demands of the position.
- Demonstrate an understanding of the spiritual and pastoral needs of the targeted age group which they intend to serve.
- Must be reliable and dependable to meet the scheduled work hours, which will include evenings and weekends, as planned.
- Demonstrate an intermediate level of proficiency in Microsoft Office suite and other graphic design software.

### **Working Conditions**

- The position will require work during non-traditional business hours and weekends at specific events such as evening programs, retreats, service projects, etc. Physical requirements are those of a normal business office. A valid driver's license is required in order to attend retreats and other events off-campus.