

Diocese of Sacramento

JOB DESCRIPTION

DEPARTMENT: Evangelization and Catechesis

POSITION: Campus Minister

CATEGORY: Non-Exempt Part Time

SUPERVISOR: Associate Director for Campus Ministry/ Newman Center Director, Chico

JOB SUMMARY:

The Campus Minister provides ministerial support to the activities of the Newman Center, the Director, and the student leaders in Chico. Under the guidance of the Director, the Campus Minister will help the Newman Center to function effectively and efficiently, work toward accomplishing strategic goals, and achieve its mission and vision. Along with the Director, the Campus Minister will work to provide leadership, direction, and supervision for the ministry and activities of the Newman Center.

Specific responsibilities include:

- Assists Director and student leaders in establishing and maintaining the vision and mission of the Newman Center
- Assists Director in the pastoral care of students, goal setting and evaluation of activities, and training student leaders
- Assists Director in overseeing and providing support to student leaders specifically in the areas of spiritual activities, service and social justice, retreat planning, social events, and outreach to a diverse student population
- Participates in retreats, leadership training, and other team building activities for Newman leaders
- Encourages spiritual growth of all students in Newman Center activities while remaining sensitive to the diversity among students
- Promotes the Catholic student community on campus and in the local parish.
- Participates in training and education opportunities for development, and in diocesan and regional meetings, programs, and projects as directed.
- Assists Director with other tasks as assigned.

Skills, Knowledge, and Abilities

- Knowledge of and comfort with Catholic doctrine and practice
- Demonstrably relational, accessible, warm and friendly, genuine, caring and compassionate
- Advocates strongly and effectively for the Newman Centers and campus ministries
- Ability to encourage the vision for the overall good of the mission
- Excellent communication skills, written and verbal
- Ability to organize and prioritize tasks while leading and motivating others
- Ability to work effectively with other staff members, students, volunteers, and external contacts, willing to act as an ambassador of the Newman Centers and campus ministries
- Ability to address conflict and challenges professionally and appropriately
- Is professional in conduct and action
- Ability to collaborate well with people of many different cultures.
- A good understanding of Catholic Young Adult Ministry as articulated in the USCCB documents, Sons and Daughters of the Light & Empowered by the Spirit
- Proficient use of technology tools including Office Products and Social Media tools

Education and Experience

- Bachelors degree or higher
- At least two years of experience in youth, young adult, or campus ministry
- Bilingual (English/Spanish) preferred, but not required