

Campus Minister

<p>Classification Exempt</p> <p>Funding Deputized Fundraising</p> <p>Reports To: City Director or Campus Ministry Lead</p> <p>Date October 20, 2017</p>	<p>Signatures This job description has been approved by all levels of management</p> <p>Manager _____</p> <p>HR _____</p> <p>Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.</p> <p>Employee _____</p> <p>Date _____</p>
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JOB DESCRIPTION

Summary/Objective

The overall role of the Campus Minister is to help fulfill the mission of IFI by establishing contacts with internationals, serving them in practical ways, developing Bible studies, helping to train volunteers in campus ministry, following up and discipling one or two international, and helping to equip one key international student for service.

Spiritual Qualifications

- Godly character, meeting the leadership requirements defined in I Timothy 3 and Titus 1¹
- Teachable and submissive spirit
- Adherence to IFI's statement of faith, core values, and policies

Other Qualifications

- Person of prayer
- Person of spiritual maturity
- Has a shepherd's heart for Internationals
- Team-building experience
- Enjoys encouraging and helping others succeed
- Has discernment and strong interpersonal skills

¹ self control in matters of food, alcohol, and other addictive substances; free from the love of money; not given to anger; practicing hospitality; committed to loving their spouse, if married, and to discipling children (if the Lord has so granted); a forgiving spirit; tested by difficulties; and knowledgeable of the Word of God

- Is faithful, loyal, and dedicated to both internationals and to IFI's mandate from the Lord to serve internationals and partner with them to make Christ known among the nations
- Exhibits a positive, professional manner
- Committed to evangelism and discipleship
- Self-starter, able to work independently

Responsibilities

The Campus Minister is the hands, feet, and soul of IFI's mission and vision. They are responsible for:

- Contacting international students, scholars, and their families through
 - Participating in IFI sponsored outreach and special events on campus
 - Connecting with student associations and groups
 - Developing culture-specific outreaches
- Evangelizing internationals by
 - Developing good friendships and personal relationships
 - Providing one-on-one Bible studies encounters
 - Leading group Bible studies
 - Pursuing other creative paths to share the Gospel
- Discipling internationals through
 - Close personal involvement,
 - Structured and informal one-on-one times
 - Setting mutually agreed-upon goals for growth
- Recruit and train American and international Christians to serve on a campus ministry team
- Develop teams of prayer and financial supporters to fulfill ministry objectives and meet approved budget
- Develop a monthly letter to donors and prayer partners, informing them of ministry goals, accomplishments and needs
- Meet regularly with City Director or Campus Ministry Lead for input, direction, and counsel. Quarterly meet with City Director or Campus Ministry Lead to assess achievement of agreed-upon goals. Meet with other IFI staff for personal mentoring or training.
- Perform an annual self-evaluation and meet with the City Director or Campus Ministry Lead to go over the previous year's performance and set goals for the upcoming year.

Other Responsibilities

- Study International cultures, especially the culture of the people you are or will be serving
- In conjunction with the City Director or Campus Ministry Lead, develop a plan for personal and ministry growth
- Do other tasks mutually agreed upon with the City Director or Campus Ministry Lead
- Receive ongoing training in inner healing, spiritual warfare, leading Bible studies, character development and cross-cultural communications, within the first year of employment. Continual education on these subjects, as well as, skills related to establishing a new ministry, volunteer recruitment and training will be added in later years.
- Other duties as assigned

Work Environment

The work environment of this position can be diverse, including a home office setting. Since communication with City Impact Team members is a must, access to phone, computer and/or tablet is essential.

Position Type and Expected Hours of Work

This can be a full-time or part-time, deputized-fundraising, salaried position that requires both consistency and flexibility in scheduling. This position may be called on to work evenings and/or weekends when participating in IFI events.

Travel

Attend the IFI planning and training retreat every year and the ACMI conference at least once every other year.

Required Education and Experience

Minimum of a Bachelor Degree

Minimum of one year involvement in a campus ministry context

Preferred Education and Experience

Certificate-level completion of Perspectives on the World Christian movement is preferred and if not existent, should be completed within one year of employment with IFI.

AAP/EEO Statement

Unless an employee has a written employment agreement with IFI, which provides differently, all employment at IFI is "at-will." That means that employees may be terminated from employment with IFI with or without cause, and employees are free to leave the employment of IFI with or without cause. Any representation by any IFI officer or employee contrary to this policy is not binding upon IFI unless it is in writing and is signed by the Executive Director with the approval of the Board of Directors.

IFI shall follow the spirit and intent of all federal, state and local employment law and is committed to equal employment opportunity. To that end, the Board of Directors and Executive Director of IFI will not discriminate against any employee or applicant in a manner that violates the law. IFI is committed to providing equal opportunity for all employees and applicants without regard to race, color, religion, national origin, sex, age, marital status, disability, political affiliation, personal appearance, family responsibilities, matriculation or any other characteristic protected under federal, state or local law.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties/responsibilities may change at any time with or without notice.