

## POSITION ANNOUNCEMENT

Job Title: **Director of Campus Ministry**  
Department: Campus Ministry  
Reports To: Vice President for Student Affairs and Mission Integration

### 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 Felician and Franciscan traditions. Collaborates with faculty and staff, to build and sustain an effective campus ministry that is essential to students' spiritual and faith formation. Collaborates with multiple offices to support service learning and civic engagement events aligned with the University mission.

### 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, Felician Mission and Core Values, Franciscan Intellectual Tradition.
3. Partners with the Madonna Center for Catholic Studies and Interfaith Dialogue to foster the spiritual development of the campus community as well as dialogue and understanding among people of different faiths, celebrating the richness of religious diversity.
4. Coordinates both Sunday and daily student-focused liturgy and assists in the planning of campus-wide liturgies.
5. Partners with various university offices to promote Catholic student recruitment and retention.
6. Establishes a student ministry that promotes the Catholic and Felician identity of Madonna University both on and off campus, particularly in outreach to area parishes and high schools.
7. Develops programs, retreats, and mission trips as spiritual growth opportunities for the student body, through the implementation of ongoing catechetical and faith formation activities.
8. Cultivates relationships with external Catholic and faith-based 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 for University-wide events and in partnership with the music department, organizes liturgically sound music consistent with the season and occasion.
10. Advises faith-based student organizations as well as supervises campus ministry student workers.
11. Collaborates with various offices and departments to lead and engage in service-learning and community service activities consistent with the teachings of the Church in peace and justice, human and social justice issues.
12. Supports the Vice President for Student Affairs and Mission Integration and Mission Core Team in implementing the annual mission integration plan for the University, including Mission and Heritage Week.
13. Cooperates with the Advancement Office and other offices and departments to enhance liturgical services. Assists with related activities/special projects as assigned.
14. 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. Work is performed primarily on campus and requires a flexible schedule including evening and weekend work. Travel for administrative work is expected.

**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 students. 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:** External and Internal candidates please send a *letter of intent* reflecting the above responsibilities and qualifications and a *resume* to [hr@madonna.edu](mailto:hr@madonna.edu)

**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. We do not discriminate on the basis of race, religion, color, sex, age, national origin or disability. 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.