

U of A Wesley College Ministry
520 Lindell Avenue, Fayetteville AR 72701

| | |
|----------------------------|---|
| Job Title: | College Ministry Intern |
| Reports to: | College Pastor/Director of U of A Wesley |
| Job Status: | Full Time/Salary/ 9.5-month contract |
| Job Classification: | Program |

JOB DESCRIPTION

Ministry Summary:

Central United Methodist Church of Fayetteville, AR, has forged a unique college ministry partnership with the Arkansas Annual Conference to forward the mission and ministry of the U of A Wesley College Ministry in reaching and maturing students at the U of A as disciples of Jesus Christ. Coming under the umbrella of Central's programmatic ministry and accountable to its bodies, as well as to the Annual Conference, the Wesley College Ministry is led by Central's College Pastor, who also serves as the Director of the U of A Wesley. The mission of U of A Wesley is the help students CONNECT, GROW and BEAR FRUIT in their life in Christ during their college years.

Job Summary:

The College Ministry Intern will support the college ministry through the U of A Wesley and Central United Methodist Church. This ministry will be accomplished through three ministry emphases, based on John 15:1-17: CONNECT, GROW, BEAR FRUIT. The College Ministry Intern will partner with the College Pastor/Director of U of A Wesley in empowering and supporting student leaders in each of these ministry areas. The College Ministry Intern will also carry out particular relational and programmatic responsibilities, including but not limited to the following:

General Duties and Responsibilities:

- Assist in worship leadership, including liturgy, prayer, preaching, and music leadership.
- Attend college ministry events, leadership team meetings, and other functions as needed.
- Do one-on-one outreach to university students, particularly developing relationships with students who have leadership potential and also students who are new to the ministry.
- Support the College Pastor and student leadership in ministry events and emphases in the three areas of CONNECT, GROW, and BEAR FRUIT. Particular intern programmatic assignments will be designed around the intern's gifts/interests and the ministry's needs and in conversation with the College Pastor.
- Support student leadership in gender-specific ministry efforts.
- Lead a small group/s of college students. This group/s may be co-ed or gendered. It may be relationally or spiritually focused. This may include leading Bible study one or both semesters.
- Be a weekly presence at worship at one of Central United Methodist Church's two campuses and actively meet, greet and connect with students present for worship, especially those not connected with the Wesley ministry.
- Initiate timely follow-up contacts with new student recruits to the ministry as assigned. These contacts would be primarily email and text, but occasionally phone calls.
- Be a weekly presence on the U of A campus to be in relationship with students.
- Create informal fellowship opportunities outside of scheduled college ministry events.
- Plan, attend and support out-of-town retreats and mission trips.
- Share in the recruitment, nurture, and support of student leaders, including serving as the primary staff support for one or more areas of the student leadership team.
- Assist with emerging graduate and international student ministry, possibly including a weekly fellowship and/or devotional gathering.

- Share in outreach to incoming students through University of Arkansas orientations and/or outreach to United Methodist churches or youth groups, including speaking in such venues. This may also include helping design and/or coordinate the design of promotional materials.
- Promote Wesley to local congregations through making presentations about the ministry in worship and/or small group contexts. This may also include recruiting, prepping and supporting students to help with this task.
- Support and assist with outreach events on campus such as student organization fairs and any special outreach events planned by the student leaders.
- Assist with producing monthly e-newsletter, particularly with photography and writing articles.
- Assist with outreach events and promotional opportunities at the Conference and District level, as assigned.
- Assist with social media and/or other communications to promote Wesley and its ministries to students.
- Assist with Wesley Alumni and Friends events as needed.
- Participate, along with the College Pastor, in the Council of Religious Organizations, an ecumenical group of college ministries at the U of A. This may include serving as U of A Wesley's primary representative to the group and helping with special projects sponsored by CRO.
- Other duties as assigned.

Focused Ministry Responsibilities (for one of two interns, not required for consideration):

Worship Leadership -

- Partner with College Pastor to plan weekly worship service and any other special worship events.
- Rehearse and lead student worship band at weekly Wesley gathering.
- Serve as primary point of contact for worship band and liaison to the College Pastor for the same.
- Recruit new worship band members and coordinate auditions.
- Prepare media show for worship to include call to worship, lyrics and other elements.
- Support the A/V team and its leadership with recruitment, training and ongoing needs.
- Lead and/or coordinate music leadership for other Wesley events, including Midweek Prayer and Communion Service, Freshmen Community, leadership retreats and out-of-town mission trips.
- Lead weekly or bi-weekly Worship Jam for students learning to play/sing worship music. Work informally one-on-one with students desiring to learn to play guitar or other instruments.

Creative Arts -

- Film and produce in-house videos for announcements and/or other student-focused communications.

Desired Competencies, Gifts and Passions:

- A growing knowledge and profession of the Christian faith and an active, maturing walk with Christ
- Interest in and love for college-aged students
- Strong organizational skills and written and verbal communication skills
- Effective relationship-building skills
- Professional and courteous demeanor
- Ability to work with a team
- Proficiency on acoustic guitar as well as ability to teach others and to lead worship (for one of two intern positions)

Required Qualifications: *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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

- **Education and/or Experience:** A bachelor's degree and previous participation in a college ministry is required. Leadership experience in college ministry is preferred. Maintain a faithful membership in the United Methodist Church.
- **Computer Skills:** Working knowledge of Microsoft Office (including Outlook, Word, and Excel), and of social media.

- **Language Skills:** Ability to read and interpret documents such as curriculum guidelines, applicable State /Federal Regulations and procedures manuals. Ability to write schedules, curriculum and correspondence. Ability to speak effectively before groups of students, parents, committees and employees of the church. Ability to effectively communicate one-on-one or in small group settings with students and parents is essential.

Work Environment:

The noise level in the work environment is usually moderate but may be considered loud at unusual times. Driver's license required for travel between church and applicable functions, as well as student trips. Exposure to weather during mission trips, student outings, etc.

Compensation:

\$12,920, plus health insurance if needed. Housing will be provided or a housing allowance will be negotiated. This position is a 9 1/2-month contract. Internship runs from August 1, 2018 through May 15, 2019. An earlier start date and longer contract may be negotiated with commensurate salary adjustment.

Application:

Applicants may email a cover letter, resume and references to Rachel Boatz, Wesley Administrator, at wesleyoffice@centraltolife.com. For full consideration, apply by Feb. 21, 2018.