2018 – 2019 Assistants for Student Ministry

**Purpose and Goals**

- **Student Minister Responsibilities**

The Assistant (SA) for Student Ministry position is a partnership between University Ministry and Housing and Residence Life. **The position is designed to give students a formational experience in spiritual leadership through campus and residential peer ministry.** This position is considered part of University Ministry’s SALT (Student Assistant Leadership Team) but also includes special duties associated with the residential community in which they live. Those special duties include but are not limited to:

- Actively participating in both University Ministry’s SALT and Residence Life events and trainings
- Communicating regularly with University Ministry and Housing and Residence Life representatives about the student minister’s activities and events in the residence hall and on the campus
- Committing to live with a residential community on campus for the school year
- Helping to connect residents with spiritual resources and support
- Creating spaces and opportunities for spiritual conversation, education, prayer and faith community development within the residential community
- Ministering to and mentoring student peers
- Demonstrating maturity and striving to model an integrated and holistic life

**Student Minister Expectations**

In consultation with the University Ministry’s Supervisor(s) for SAs in Student Ministry, the student minister will plan and schedule programming and events. The 1st Semester will have a particular focus on a ministry of presence, listening, and observation with the full intent and discernment of focused and intentional programs for the 2nd Semester. Student Ministers will be engage in consultation and discernment with Supervisor on both components: presence and program.
There are some Expectations that will be automatically scheduled throughout the year:

- **Salt Formation Meetings and Retreats**
  Each month the members of SALT will meet for reflection and conversation around one of the pillars of University Ministry’s mission and vision. The content and sharing in these meetings contribute to the formation and empowerment of the Student Assistants. These gatherings also provide insight into additional resources that may assist the students to become more effective leaders. The SALT Retreats (in August and January) build up the SALT community and strengthen their spiritual and faith lives.

- **Bi-weekly One-on-One Meetings with the University Ministry Supervisor**
  Every other week, each student minister will meet with the supervisor to review the minister’s goals, as well as successes and challenges.

- **Student Ministers will meet Weekly as a Cohort**
  Cohort meetings will be modeled after Clinical Pastoral Education and will provide a space to process individual ministry in a communal setting. These meetings will be initially led by Supervisors with the intent of students taking on leadership roles as the year progresses.

- **Weekly Residence Life Staff Meetings**
  Student Ministers will discern with their RD how they will participate regularly in Block meetings in order to build community and connections with Residence Life staff members, discuss life in the halls, and offer support for the RD and RAs.

- **Meetings with RDs and Representatives from University Ministry and Student Development**
  Once each semester the Resident Ministers will attend a meeting with their University Ministry Supervisor, a representative from Student Development, and their Resident Directors. Other invested individuals may attend as needed. The purpose of this meeting is to reflect together on the effectiveness of the SAs roles in the residence halls, to discuss any business associated with the role and to strengthen the connections between these individuals and departments.

- **Monthly Formation Meetings for Resident Ministers and Supervisor**
  Once a month the Student Ministers and Supervisor will meet together for prayer, faith formation, pastoral training and fellowship. These meetings will be arranged for mutually agreeable times.

- **Spiritual Direction**
  Student ministers will seek regular spiritual direction for the duration of their ministry.

  *Each semester the student ministers, in consultation with the supervisor, will set five goals for themselves. These may include, but are not limited to the following:*

- **Take-To**
  The SA can bring residents to a previously planned campus or community event that contains some spiritual, religious or faith dimension.
- **Open House**
The SA will host students in their residence community, offering an opportunity for students to meet the minister, visit their room/apartment, and to make a connection.

- **Theme Builders**
Theme Builders are anything that reinforce community and a sense of place. They contribute to the ambience of the community and create a sense of connectedness without requiring much from residents. Examples include random acts of kindness, interactive bulletin boards, hall posters and decorations and messages of encouragement.

- **Small Groups and Relational Ministry**
SAs can develop strategies to know their residents better by exploring how they can be of service to both individuals and the community. The SA can lead one or more CLC (Christian Life Community) small groups in their hall. When appropriate, SAs will engage in one-on-one ministry to residents.

- **Retreat Follow-up**
Whenever possible, SAs will make contact and follow-up with any residents who have recently participated in an on or off-campus retreat or religious/spiritual program.

- **Promoting University Ministry Programming**
SAs will advertise and promote University Ministry retreats and programming within their residential community.

- **On-Call Assistance**
After consultation with their RD, SAs may be notified of particular student needs and concerns with the expectation that they may offer to provide additional pastoral support.

*(University Ministry will provide each resident minister up to $200 each semester to support ministry and programming. Receipts will be required for compensation.)*

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**Dates**

*Some specific time commitments for this position include:*

**SALT**
- Pre-Orientation First Year Crew Meeting: April, 2016
- SALT Orientation: April, 2016
- SALT End of Year Celebration: April 21, 2017
- Ministry and Office training week/Pre-Orientation 1st Year Retreat: August, 2017
- Orientation Weekend and Welcome Mass: August, 2017
- SALT Advent/Christmas Celebration: Dec., 2017
- SALT January Retreat: Jan., 2018

**Residence Life**
- Weekly Staff Meetings: TBD

**Compensation**
All SAs for Resident Ministry are required to live on campus in the residence hall community to which they are assigned. SAs will receive a waiver for housing and meal plan costs.

**Evaluation/Assessment/Accountability**
While the SAs report directly to University Ministry through the Supervisor, they will be in collaboration with representatives from Housing and Residence Life. University Ministry will provide supervision, training, support and assessment for the SAs. Residence Life will provide access to the residential students, their RD and RAs, as well as space within the hall communities. The SAs will also participate in a review process each semester with their local RDs and representatives from Student Development. SAs will maintain positive, collaborative and professional relationships with all Housing and Residence Life staff.