

Position Description
For
Pastoral Associate for Campus Ministry
(Campus Minister)
St. Joseph University Parish, Terre Haute, IN

I Identifying Information:

- A. Position Title: Campus Minister
- B. Location: St. Joseph University Parish
- C. Status: Full-time, exempt
- D. Supervisor: Pastor

II. Primary Functions:

- A. Focuses primarily on the pastoral care of college students at Indiana State University and Rose-Hulman Institute of Technology by implementing the Six Aspects of Campus Ministry (articulated by the USCCB pastoral letter): forming the faith community, appropriating the faith, forming Christian conscience, educating for justice, facilitating personal development and developing leaders for the future.
- B. Participates in the liturgical, ministerial and social life of the parish.
- C. Exercises pastoral leadership in prayer, collaboration and support of the ministries of the parish.

III. Position Content:

A. Major Responsibilities

- 1. Works in collaboration with the pastoral team, attending meetings and making appropriate reports.
- 2. Establishes and maintains pastoral presence to students through regular visits to campus and student residences, and scheduling educational programs and social events.
- 3. Establishes and maintains professional contacts with faculty and staff of the schools under our care.
- 4. Seeks and actively encourages leadership among student parishioners.
- 5. Assists in planning and coordinating student service and community outreach projects.
- 6. Recruits and organizes students for a Student Campus Council and members for a Campus Commission.
- 7. Offers at least one spiritual enrichment program each semester (e.g., retreat).
- 8. When invited, leads community prayer and offers reflections on the Scriptures.
- 9. Shares in the ministry of spiritual direction and vocational discernment support.
- 10. Acts as pastoral team liaison to and professional resource person for student organizations and committees.
- 11. Assists pastoral team, parish staff and pastoral council in long-range planning for parish.

12. Participates in liturgy planning as appropriate.
13. Develop and maintain an association with the Director of Campus Ministry at St. Mary of the Woods College

IV. Position Requirements

A. Skills, Knowledge and/or Abilities

1. Is able to work collaboratively with pastor and other members of the pastoral team and parish staff.
2. Is able to communicate with and network effectively with appropriate university faculty and staff and work within various established university policies and procedures.
3. Is able to identify and utilize diverse resources of the parish community to advance the mission of the Church to higher education.
4. Is able to exercise appropriate pastoral concern for and empathy with parishioners.
5. Is knowledgeable of and able to represent the Tradition and discipline of the Catholic Church of the Archdiocese of Indianapolis in a pastorally sensitive manner.
6. Participates in ongoing professional enrichment programs, yearly performance assessments, and archdiocesan activities for pastoral associates.

B. Education, Training and/or Experience

1. Possesses a Master's Degree in Theology, Religious Studies or comparable pastoral discipline
2. Is certified by the Catholic Campus Ministry Association or is willing to pursue certification
3. Has a minimum 2-3 years experience in campus ministry.

C The candidate must meet the employment requirements and policies of the Archdiocese of Indianapolis, including a criminal background check.