Student Ministry Coordinator

(SMC)

## Application

2014-2015

"May the God who gives endurance and encouragement give you a spirit of unity among yourselves as you follow Christ Jesus, so that with one heart and mouth you may glorify the God and Father of our Lord Jesus Christ."

### Romans 15: 5-6

**Mission Statements**

**Seattle Pacific University Mission**

Seattle Pacific University seeks to be a premier Christian University fully committed to engaging the culture and changing the world by graduating people of competence and character, becoming people of wisdom and modeling grace-filled community.

**Office of University Ministries and the Center for Worship**

We are committed as a University to the five-fold vision of:

* growing as a truth and grace-filled worshipping community,
* nurturing people of competence and character,
* pursuing the scholarship of wisdom,
* equipping one another to engage our culture with the Gospel, and
* releasing one another to participate in the Spirit of God's transformation of the world.

We seek to live out this vision through a rich variety of Christian faith exploration and community service activities. These integrate the distinctive contribution of our Wesleyan heritage within the global Christian movement: a commitment to the primacy of God's grace and truth, a commitment to the necessity of life in a nurturing and challenging community, a commitment to the biblical call to discipleship and worship which impacts all aspects of our life, and a commitment to service-especially with the poor.

**Student Ministry Coordinator Program Mission**

The purpose of the Student Ministry Coordinator Program is to serve spiritual needs of students living in the residence halls. Through God’s wisdom and strength, the SMC seeks to glorify Him with the example of his or her personal lifestyle, prays for the students on his or her floor, provides spiritual growth and discipling opportunities, loves and encourages floormates, nurtures and empowers potential spiritual and campus leaders, and works in partnership with the Peer Advisor to develop a floor that strives to become Christ-like.

**Purpose Redefined:**

The SMC Program strives to create a safe space for all members of the Residence Hall Community by establishing a tone of grace, love, honor, and respect through the integrity of our lifestyles and collaboration with other ministries.

**Position Description:**

**Student Ministry Coordinator**

**Purpose:**

The purpose of the Student Ministry Coordinator is to serve the spiritual needs of students living in the residence halls. Through God’s wisdom and strength, the SMC seeks to glorify Him with the example of their lifestyle, prays for the students on their floor, provides spiritual growth and discipling opportunities, builds loving and encouraging relationships, nurtures and empowers potential leaders, and works in partnership with the Peer Advisor to develop a floor that strives to become Christ-like.

The SMC Program strives to create a safe space for all members of the Residence Hall Community by establishing a tone of grace, love, honor, and respect through the integrity of our lifestyles and collaboration with other ministries.

**Key Ministry Responsibilities:**

1. To be a consistent and supportive presence on the floor.
2. To pray for the floor members and residence hall community.
3. To provide the opportunity for at least two small groups to gather from their floor.
4. To lead or facilitate additional opportunities for spiritual growth such as prayer time, hall worship, or mentoring.
5. To recognize and empower potential leaders on the floor.
6. To work in partnership with the Office of University Ministries and the Center for Worship to inform students of upcoming events.
7. To work in partnership with Residence Life and the Peer Advisor program to create a positive floor environment.

**Key Position Responsibilities:**

1. Read selected bookduring the summer to prepare for the year ahead.
2. Attend Fall SMC Training and Campus Leadership Conference.
3. Attend Winter Ministry Retreat.
4. Weekly SMC staff meeting facilitated by the RHMC’s (2 hours).
5. Weekly one-on-one with RHMC (1 hour).
6. Weekly SMC cadre for continued training (1 hour).
7. Weekly meeting with PA to identify needs and goals for floor (1 hour).
8. Attend quarterly SMC staff retreats.

**Key Quarterly Responsibilities:**

1. Host three one on one meetings with residents from your area.
2. Plan one floor focused service project or worship opportunity
3. Maintain a bulletin board where info from OUM/CFW can be communicated to your area.
4. Ensure availability of at least 2 small groups for your area.

An SMC must maintain a GPA of 2.5 or higher.

**Note:** The SMC is not a counselor. When helping those in distress, suffering, bereavement, or facing other difficulties, every effort should be made to support the individual. However, the SMC should recognize his/her limitations and refer such cases to the RHMC, RLC, SMC Program Advisor, or counseling center.

**SMC Program Selection Timeline 2014**

(dates subject to change)

February 18th & 19th

Informational meeting & applications available

# March 10th

Applications & References due (2nd SUB in Deb Nondorf's box)

# April 2nd - April 4th

SMC Interviews (in the evenings)

# By April 15th & 16th

##### SMC Notifications sent out

##### **April 21th**

Signed contracts due (2nd SUB in Deb Nondorf's box)

**Student Ministry Program**

**Student Ministry Coordinator**

**Application Form**

**2014-2015**

Name : Mailstop:

SPU ID #: Current Class Status:

Date of Birth: Major/Minor:

Current GPA: (A SMC must maintain a 2.50 GPA or higher.)

Email: Phone:

Home Address:

City: State: Zip:

Home Phone:

Do you attend church regularly? If so, what is the name of it?

Have you ever attended any other college or university? If so, where and when?

Please indicate your personal history in the residence halls at SPU:

Residence Hall/Floor Quarter(s) you lived there

**(NOTE: Please limit answers to 500 words maximum for each question.)**

# Please type your responses.

# Reason for Application

Why do you wish to be considered for a position in the SMC program? What is it about the SMC position that you are drawn to or that appeals to you?

**Beliefs**

How would you describe your faith to a non-Christian?

**Spiritual Growth**

Describe a difficulty you faced in the last year or two and the role your faith played in facing that challenge.

What is a one aspect of Christian faith that you wish you understood better?

# Leadership and Service

List and describe current and past leadership and/or service involvement, including SPU and non-SPU related experiences.

Explain ways you have participated in on-campus worship or service events.

What is one characteristic or quality of Christian leadership and service that you are presently seeking to develop? Why is this important to you?

# Personal Background

Explain three personal gifts or strengths you would bring to the SMC position.

Explain three personal weaknesses you would bring to the SMC position.

Describe the types of people you enjoy spending time with, as well as those with whom you have greater difficulty being around.

If you could magically transform into any kind of animal, which would you choose and what does your choice say about you?

An SMC is one who seeks to be relationally oriented to the spiritual well being of others. In what ways would you foster spiritual well being with others outside of Bible studies and accountability groups?

As an SMC you would be working in partnership with your floor, Peer Advisor, SMC staff, and RHMC. What has been your experience in accountability to a supervisor and/or team?

In their ministries, SMCs frequently encounter people from different backgrounds than their own. Describe a situation where you encountered a culture that was unfamiliar or uncomfortable to you. What was it like? What did you learn?

(Optional) Are you currently, or have you in the past four years, sought professional help for health problems, depression, psychological or physical addictions, or high stress? If yes, please explain below, or in person if you prefer.

What are your personal life goals as far as you know them right now, and where does the SMC position fit into them?

Have you ever had/do you anticipate having problems with SPU’s lifestyle expectations? (circle one)

**Yes** (please explain) **No**

# Activities

Explain how you typically manage your time, including academics, work, and ministry.

List all extra-curricular activities in which you plan to participate next year. Include church, intramurals, SPU athletics, student teaching, and work. Please estimate your weekly time commitment, recognizing that being a SMC requires a time commitment of at least 10 hours per week as well.

# Placement in Residence Halls

# Please indicate if you are unable to serve in Emerson Hall due to the additional financial cost. able/unable (circle one)

# Interviews

Interviews will be held April 2nd, 3rd , and 4th . Please indicate below which times you would be available for an interview. You will be scheduled an interview based on your availability, and your assigned interview time will be emailed to you by Sunday, March 23rd.

**April** **2nd April 3rd April 4th**

\_\_5 – 7 PM \_\_5 – 7 PM \_\_5 – 7 PM

\_\_7 – 9 PM \_\_7 – 9 PM \_\_7 – 9 PM

# Personal References

Three reference evaluation forms are included with this application. It is your responsibility to be sure they are submitted to the Office of University Ministries by **March 10th, 2014**.

List the names, addresses and phone numbers of your references below.

1.

2.

3.

Please note that the information contained on the completed reference evaluation forms is considered confidential and will not be available for your review or any other individual who is not a part of the selection committee.

All references must be sent to: David Dovgopolyy/Rachel Hurley

Office of University Ministries

Seattle Pacific University

3307 Third Avenue W.

Seattle, WA 98119

By signing this document, you indicate that you have provided truthful and accurate information in your answers. You acknowledge that you have read through the SMC position description and understand the commitment level of the role. You also indicate that you have prayerfully submitted this application, and will continue to pray for the outcome of the process.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Submit your application by 5:00 pm, Monday, March 10th, to the Office of University Ministries, on the second floor of the SUB.**

If you having any questions, please email Rachel Hurley at [rhurley@spu.edu](mailto:rhurley@spu.edu) or David Dovgopolyy at [dovgopolyyd@spu.edu](mailto:dovgopolyyd@spu.edu).

### Student Ministry Coordinator Reference Form

(To be completed by a faculty member, staff member, or pastor.)

Name of Applicant\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This person is applying for the position of **Student Ministry Coordinator** at Seattle Pacific University. The purpose of the Student Ministry Coordinator is to serve the spiritual needs of students living in the residence halls. Through God’s wisdom and strength, the SMC seeks to glorify Him with the example of their personal lifestyle, prays for the students on their floor, provides spiritual growth and discipling opportunities, loves and encourages floormates, nurtures and empowers potential leaders, and works in partnership with the Peer Advisor to develop a floor that strives to become Christ-like. To be successful, a person in this position must possess or be capable of developing the following attributes:

* The desire to grow spiritually in Jesus Christ
* The desire to help others grow spiritually in Jesus Christ
* Stability and maturity, emotionally, psychologically, and spiritually
* The ability to establish and maintain healthy relationships
* The ability to lead with a servant attitude
* The ability to initiate activities (i.e. to set and complete goals)
* The ability to communicate effectively
* The ability to organize and manage one’s own activities
* The ability to function within a staff

Those involved in the Student Ministry Coordinator selection process would appreciate your assessment of this candidate based on his/her personal characteristics, spiritual maturity, and potential for success in this role. Thank you for your assistance in this process. This information will be used only for the purpose of selecting the SMC staff. As such, the information contained herein is **confidential** and will not be available for review by the applicant.

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### Student Ministry Coordinator Reference Form

(To be completed by a peer ministry leader, i.e. peer advisor, SMC, SPRINT Core.)

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**Name of Applicant**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. How well do you know the applicant? \_\_\_Slightly \_\_\_Fairly well \_\_\_Very well

2. Under what circumstances have you known the applicant? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. How long have you known the candidate? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Considering other college students you know, please rate this applicant following criteria. (Feel free to write comments in the space provided.)

**5** = Exceptional **4** = Good **3** = Average **2** = Needs Improvement **1** = Poor

**N/A** = Not Applicable or do not have experience with the person in this capacity

5 4 3 2 1 N/A **CHRISTIAN COMMITMENT**: The overall modeling of Christian values and lifestyle.

5 4 3 2 1 N/A **LEADERSHIP**: The ability to inspire others; to coordinate and lead activities; to facilitate group interaction.

5 4 3 2 1 N/A **ORGANIZATION**: The ability to prioritize tasks and manage time wisely.

5 4 3 2 1 N/A **OPTIMISM**: The ability to maintain a positive outlook in the face of challenges.

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5 4 3 2 1 N/A **INTERPERSONAL** **RELATIONSHIPS**: Attitude and ability to work with peers and supervisor; sincerity; flexibility; ability to cooperate; ability to manage conflict in her/his own relationships.

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**Comments:**

--Continued on other side—

**Student Ministry Coordinator Reference Form— PAGE 3**

(attach additional sheet if necessary or desired)

5. Please assess this candidate’s strengths and weaknesses.

6. Please give us any additional information that might help us evaluate the candidate.

Indicate you understanding of this person’s potential for success in the SMC program by checking one response:

\_\_\_Highly Recommend \_\_\_Recommend with Reservation

\_\_\_Recommend \_\_\_Would not Recommend at this Time

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name (Please Print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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