

Application for
ASSP
CAMPUS MINISTRIES

sharpen

Core Positions

2007-2008

CORE SELECTION PROCESS

We are looking for people who are willing to commit their time, energy, and creativity to the service of their peers. We consider all interested applicants because we know the critical element in the performance of any service is not what a person can do, but rather who they are in Christ.

The experiences that come with your position will help you develop the skills and qualities that you will need throughout life, such as: delegation, responsibility, service, coordination and planning, time management, listening skills, program development, helping skills, self-management, and dependability. This is designed to be a ministry and a learning experience.

Desired Attributes of the Applicant

1. The desire to grow spiritually in Jesus Christ.
2. The desire to help others grow spiritually in Jesus Christ.
3. Stability and maturity, emotionally, psychologically and spiritually.
4. The ability to motivate and facilitate leadership of “sharpen” relationships.
5. The ability to lead with a servant attitude.
6. The ability to work as part of a team.
7. The ability to communicate effectively.
8. The ability to organize and manage one’s own affairs (academic as well as ministry responsibilities).
9. The desire to be a part of a community supporting small group fellowship.
10. Desire to be a small group leader.

Minimum Qualifications for Applicant

1. A commitment to work on core for one academic year.
2. Minimum Cumulative GPA of 2.5.
3. A commitment to attend training sessions and regular meetings as listed on the job description (See attached).

Application Information

Completed applications are to be turned in at the Office of Campus Ministries, please place in Matthew Koenig’s mail box at front desk. Please type or print neatly in pen. Also, feel free to include any additional information that you think might be helpful. Read the reference form as well, so you will be familiar with what we will ask your references about you.

A Final Word to the Applicant

You are encouraged to enter into the Core selection process in careful search of God’s guidance. This ministry is both challenging and rewarding; the rewards, however, are not always immediate. We would strongly encourage you to talk to the present coordinator or staff members to find out more of what this ministry involves. We wish you well during the selection process.

JOB DESCRIPTION

POSITION: SHARPEN CORE

KEY RESPONSIBILITIES:

1. Inviting a group of students to join your group *before* the 07-08 school year.
2. Learning the tools of shepherding a group in their relationships with one another and with God.
3. Learning how to assist a group in multiplying-welcoming in new members and dividing into new groups.
4. Helping small groups/ mentoring relationships get started well, and support them through prayer, encouragement, and resources once they are established.
5. Publicity, advertising to help the campus know about the ministry.
6. Participating in weekly core meetings with other group leaders. Come with a mind that seeks to learn more about God and how to serve Him.
7. Participating in and assisting in SHARPEN Training/Equipping sessions.
8. Fulfilling various duties as job description and needs dictate.

TRAINING AND SUPPORT:

Core members are expected to participate in the following:

1. Leadership Kickoff – Saturday May 22nd: To begin the vision process and to also start team building with the core.
2. Fall Leadership Conference, September 2007 (dates to be determined): time to get acquainted, become oriented to the year, begin training process, set goals, objectives and strategies for upcoming year with both Campus Ministries leaders and other SPU student leaders.
3. Winter Campus Ministries Leadership Retreat: time to reevaluate goals, reflect on progress, be ministered to and enjoy team activities.

ACCOUNTABILITY:

Core members shall report directly to the SHARPEN Coordinator and Minister of Discipleship and shall ultimately be responsible to the ASSP Vice-President of Campus Ministries.

SELECTION:

Core members will be selected by the current SHARPEN Coordinator, the new incoming coordinator, and the Minister of Discipleship.

COMPENSATION:

Financial compensation is not provided. Volunteer hours and chapel hours however are covered by cadre and the service day.

**SHARPEN CORE
APPLICATION FORM
2007-2008**

Name _____ Mailstop/Address _____ Phone _____

Major _____ Minor _____ Student ID # _____

Date of Admission to SPU Class status at time of application _____

Projected date of graduation Current Cumulative GPA _____

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

Summer mailing address and phone number:

Street Address/PO Box _____

City _____ State/Province _____ ZIP/Postal Code _____

Country (if not USA) _____ Phone (____) _____

Statement of faith

Write a brief statement of faith. Phrase it in words a non-Christian would understand.

SHARPEN is meant to establish quality spiritual relationships at SPU. Why do you think small groups are important? What makes them succeed? What makes them fail?

Spiritual growth

Identify and describe two areas of spiritual growth you have experienced in this past year.

What has been most helpful in enabling your spiritual growth this past year?

Leadership and service

Leadership experience: What leadership skills have you developed this past year?

Service experience: Please describe your experiences.

Team Skills

Describe your organization skills.

Describe your communication skills.

Personal background

What are your personal life goals?

Identify three strengths and three weaknesses you would bring as a core member of SHARPEN.

The activities of the program

What are some ways you believe community happens through small groups?

What small group/leader/ministry experience do you have, if any?

What are some visions you have for SHARPEN this year?

What might be your approach in achieving this vision?

Extra-curricular activities

Please list all extra-curricular activities in which you plan to be involved next year. Give an estimate of your weekly time commitment to each.

Personal references

Three (3) reference evaluation forms are included with the Core application form. It is your responsibility to make sure they are submitted to the Office of Campus Ministries by April 13, 2007. Please list the names, addresses, and phone numbers of your references below.

	<u>Name</u>	<u>Address</u>	<u>Phone</u>
1.			
2.			
3.			

Please note that the information contained on the completed reference evaluation form is considered CONFIDENTIAL and will not be available for review by the applicant or any other individual who is not involved in the SHARPEN Core selection process.

Have all references sent to: The Rev. Matthew Koenig

Office of Campus Ministries, SHARPEN
Seattle Pacific University
3307 3rd Ave. West
Seattle, WA 98119
Fax: 206-281-2097

The information provided in this application is true and accurate as I have represented it.

Signature _____ Date

SHARPEN

(a joint venture of the Associated Students of Seattle Pacific and the Office of Campus Ministries)

REFERENCE FORM

(to be completed by a peer reviewer)

Name of Applicant _____

The person named above is applying for a position as part of the SHARPEN CORE at Seattle Pacific University. SHARPEN's mission is as follows: "To find faculty, staff, alumni and student volunteers to help lead one-on-one and small group relationships with students of Seattle Pacific University. 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 through mentoring/discipling small groups.
- 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 set and complete goals
- The ability to communicate effectively
- The ability to organize and manage one's own affairs (academic as well as ministry responsibilities)

KEY RESPONSIBILITIES:

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7. Participating in and assisting in SHARPEN Training/Equipping sessions.
8. Fulfilling various duties as job description and needs dictate.

Those involved in the selection process would greatly appreciate your assessment of this candidate based on his/her personal characteristics, spiritual maturity, and potential for success in this important role. Please complete this reference form and return it no later than April 13, 2007.

Matthew Koenig, Office of Campus Ministries
Seattle Pacific University, 3307 - 3rd Ave. W., Seattle, WA 98119 or Fax: 206-281-2506.

NOTE: This form will be used only for the purpose of selecting next year's core team. As such, the information contained herein is CONFIDENTIAL and will not be available for review by the applicant or anyone else who is not directly involved in the selection process.

A. How well do you know the candidate? Slightly — Fairly well — Very well —

B. How long have you known the candidate?

C. Under what circumstances have you known the candidate?

D. Please rate this candidate according to the following criteria. Feel free to comment in the space provided.

5 = Excellent 4 = Above average 3 = Average 2 = Below average 1 = Don't know

5 4 3 2 1 **SPIRITUAL MATURITY:** (Consider the demonstration of a personal and growing faith in Jesus Christ.) Comments:

5 4 3 2 1 **LEADERSHIP:** (Consider the ability to inspire others; to coordinate; to lead activities; to facilitate group interaction.) Comments:

5 4 3 2 1 **INITIATIVE:** (Consider how this person approaches new situations; self-motivation; ability to set and accomplish goals; need for supervision.) Comments:

5 4 3 2 1 **INTERPERSONAL RELATIONSHIPS:** (Consider attitude toward and ability to work with others; sincerity; flexibility; cooperativeness; attitude toward supervision.) Comments:

5 4 3 2 1 **RESPONSIBILITY:** (Consider the degree to which the applicant is dependable, prompt, accurate, and complete.) Comments:

5 4 3 2 1 **COMMUNICATION:** (Consider the ability to grasp ideas; to read, speak, and write effectively; to listen; to convey understanding to others.) Comments:

5 4 3 2 1 **MATURITY:** (Consider the applicant's common sense; self-awareness; judgment; integrity; ability to deal with a wide range of personalities.) Comments:

5 4 3 2 1 **EMOTIONAL STABILITY:** (Consider the directions and control of emotional response; general disposition; predictability.) Comments:

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E. Additional comments (strengths, weakness, etc.) that might help us evaluate the candidate. (Attach an additional sheet if necessary.)

F. Please indicate your reaction to this person's potential for success in the SHARPEN program by checking one response:

Highly recommend

Recommend with reservations

Recommend

Would not recommend at this time

Signature _____ Date _____

Name (please print) _____ Title _____

Questions? Contact Matthew Koenig, 206-286-7242

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(a joint venture of the Associated Students of Seattle Pacific and the Office of Campus Ministries)

REFERENCE FORM

(to be completed by Faculty, Professional Staff or Pastor)

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