

## Area Ministry Director, Focus Area Ministry Director

Field Ministries  
Position Description

Supervised by: Regional Ministry Director, Associate Ministry Regional Director, or Divisional Ministry Director  
Supervises: Campus Ministers, Ministry Team Leaders  
Status: Exempt (Minister)  
National Salary Structure: Level 8-10

### POSITION SUMMARY

To advance the purpose of InterVarsity, an Area Director has significant shared leadership with the Regional Ministry Director within a region and has spiritual leadership and pastoral supervisory responsibility.

An Area Ministry Director leads and oversees a ministry team to plant and to grow witnessing communities of students and faculty who follow Jesus on college and university campuses. Through these groups, we believe ever-increasing numbers of students and faculty from all ethnic groups and areas of the campus will be transformed by the gospel. We expect to see campuses increasingly become places where people, ideas, and structures flourish for the common good and to the glory of God. We confidently anticipate that our InterVarsity alumni will be growing disciples and change agents across the country and around the world.

The Focus Area Director has full responsibilities in leading and supervising a focused ministry team to fulfill InterVarsity's Vision of spiritual transformation, campus renewal and developing world changers. It applies to a limited number of areas of focused ministry among students and/or faculty, including: arts, athletes, ethnic/ multiethnic/cross-cultural ministry, ISM, Greek, faculty, evangelism, prayer, spiritual formation, training, urban projects, strategic ministry, and fund development.

### ESSENTIAL FUNCTIONS

#### 1. Personal Spiritual Duties

As an Area Ministry Director, you pursue maturity as a disciple of Jesus Christ so that your life and work increasingly reflects a growing love for God, God's Word, God's people of every ethnicity and culture, and God's purposes in the world. To do this, you will:

- Pursue a vibrant relationship with the triune God through engagement with Scripture, prayer, and worship, both individually and in community
- Exercise self-leadership (growing in self-awareness, self-management, relational integrity, and resiliency)
- Embrace and practice Scriptural standards for behavior and attitudes, including those described in the Code of Conduct
- Experience and live out an ongoing call to ministry service with InterVarsity and its mission

#### 2. Campus Ministry Leadership

As an Area Ministry Director, you inspire, coach and develop ministers, students, faculty, and ministry partners to increase the number of witnessing communities, as well as the size, health, spiritual maturity, and campus-wide influence of existing witnessing communities by being a:

*Visionary Guide:*

- Create a culture of dependence on God to gain vision for establishing and advancing witnessing communities that reach every corner of every campus in your area

- Assess reality of context and then develop and articulate a vision for qualitative and quantitative growth, particularly in conversions, disciples and leaders
- Model InterVarsity's vision and Core Values for supervisees

*Structural Architect:*

- Lead your ministry team to develop and implement plans to achieve ministry goals
- Adapt the plan as needed through rhythms of action, reflection and evaluation
- Develop, align and leverage programs and structures to move the mission forward

*Missional Developer:*

- Recruit a diversity of qualified minister candidates
- Develop ministers to spiritually grow in Christ in intimacy, like Christ in character, and with Christ in his mission to current and new campuses
- Develop ministers professionally so that they are consistently increasing their gifts and skills as ministry leaders
- Pastoral Supervision of ministers, using appropriate leadership style for the individual and situation, to help them accomplish assigned tasks. This will require coaching, assessing, correcting and affirming job-related.
- Assess how racial, ethnic, national background, and gender shapes perceptions and behaviors for you and your staff, and proactively engage in healthy relationships and effective work with diverse communities
- Build an effective ministry team that collaborates well and accomplishes goals

### **3. Organizational Collaboration**

As an Area Ministry Director, you are part of a national organization and work in partnership with local, area, divisional, regional, and national InterVarsity ministers and volunteers.

- Participate on the regional leadership team as required or requested to set ministry vision and strategies, contribute to accomplishing the team's plans, and provide regional leadership in specific areas
- Positively and constructively respond to the direction and coaching of line supervisors
- Build productive ministry partnerships with regional and national collaborative leaders
- Establish systems, processes and protocols to fulfill regular operational and administrative tasks in a timely manner (reporting, finances, human resources, etc.)
- Become familiar with and comply with all InterVarsity policies and procedures

### **4. Ministry Partnership Development (MPD)**

As an Area Ministry Director, you will develop a team of partners who will resource the ministry financially, in prayer, or with volunteer service that advances the mission.

- Serve as an ambassador of InterVarsity to individual ministry partners and churches, through prayer, discussion of ministry efforts, mission, and accomplishments
- Develop and maintain a ministry among partners who will fund InterVarsity
- Ensure ministry budget is fully funded
- Supervise each minister's MPD (collaborating with coaches when applicable) and equip staff to build ministry partners
- Build resource networks with alumni, volunteers, churches, advocacy councils, and major donors, in particular to fund low-network ministers
- Communicate regularly with ministry partners
- Maintain sound financial status of the area through management of budgeting, expense control and MPD
- Represent InterVarsity within the broader Christian community

### **5. Accomplish all other assigned tasks as appropriate**

## CORE COMPETENCIES

### Self-Leadership

**Grows in Spiritual Maturity:** Area Ministry Director demonstrates a vibrant and deepening relationship with Christ and is growing in both self-and social-awareness.

**Demonstrates Cross-Cultural Skills:** Area Director accurately assesses how their racial, ethnic, and national background shapes their perceptions and behavior, and they engage in healthy relationships and effective work with diverse communities.

### Leading Others

**Communicates Compellingly:** Area Ministry Director invites, mobilizes and equips others through clear, compelling communication skills.

**Strategic Planning:** Area Ministry Director creates, implements and delivers on plans with quantitative and qualitative goals to accomplish the vision.

**Navigating Change Dynamics:** Area Ministry Director leads team through key steps of a change process and shepherds the learner dissonance in the midst of change.

**Coaches Leaders:** Area Ministry Director equips diverse individuals and teams in their leadership development and performance.

**Team Development:** Area Ministry Director creates a cohesive team collectively responsible for achieving commonly-held ministry outcomes and manages planning processes.

### Partnering with Others

**Strengthens Team Partnerships:** Area Ministry Director demonstrates respect in professional relationships, complies with operational requirements, and contributes positively to the experiences and tasks of their teams

**Develops Ministry Partners:** Area Ministry Director develops a growing number of partners who pray, fund, and volunteer to advance the ministry.

## QUALIFICATIONS

- Annually affirm InterVarsity's Statement of Agreement (Doctrinal Basis and Purpose Statement). Abide by InterVarsity's Code of Conduct. Believe and behave consonantly with InterVarsity's Human Sexuality Theological Paper. Affirm and behave consonantly with InterVarsity's "Women in Ministry Statement of Affirmation"
- Bachelor's degree required Biblical training a plus.
- Ongoing call to ministry service with InterVarsity and its mission
- Minimum three years campus ministry or equivalent work experience required
- Strong ministry skills (including the ability to communicate spiritual vision, teach spiritual and biblical principles, plan ministry programs, and spiritually disciple, coach and mentor)
- Proven ability to work well with others and the ability to develop a team of campus ministers.
- Strong interpersonal skills (including ability to minister to diverse ethnic communities and faculty)
- Excellent verbal and written communication skills
- Demonstrated problem solving skills
- Familiarity with word processing, presentation, email, and spreadsheet software

## WORK ENVIRONMENT/PHYSICAL REQUIREMENTS

The AMD position leads ministry in a college campus environment. A designated office space may or may not be available. The AMD is required to travel to on-campus and off-campus sites as appropriate. Off-campus travel includes, but is not limited to: student ministry conferences, MPD meetings, and InterVarsity-sponsored training sessions, meetings, and conferences. The AMD is regularly required to communicate with others, and routinely uses standard office equipment such as computers, phones, etc.

## AREA MINISTRY DIRECTOR JOB GROUP

### **Associate Ministry AD: Level 8**

This is an entry-level AD position. The AD is still learning and understanding the Commitments & Responsibilities of the position.

### **Area Ministry Director: Level 9**

This begins as a developing AD who demonstrates experience and skill in many of the Commitments & Responsibilities of this position. The aim is to become a proficient AD who is knowledgeable and experienced in all the Commitments and Responsibilities.

### **Senior Ministry AD: Level 10**

This is a Senior level AD who models balanced, biblical maturity in all areas of ministry, and has in-depth and ongoing responsibilities for the Area while influencing the region and its staff. Eight years or more experience with InterVarsity (or other equivalent work experience) is preferred. Graduate degree is also preferred.

### **Ministry AD – Focus: Levels 8 through 10**

This AD position ministers to a nationally identified group of InterVarsity students (graduate, International, multi-ethnic / ethnic, Greeks, nursing, art, or athletes) and/or faculty. This position requires a mature understanding of the university and the particular group of students or faculty as well as skills in effective campus ministry. Prior experience with InterVarsity or other ministry is preferred as stated above.

# InterVarsity Christian Fellowship/USA

## Frame of Reference

All staff members subscribe annually to the Purpose Statement of InterVarsity:

In response to God's love, grace and truth:  
The purpose of InterVarsity Christian Fellowship/USA is  
to establish and advance at colleges and universities  
witnessing communities of students and faculty  
who follow Jesus as Savior and Lord:  
growing in love for God,  
God's Word,  
God's people of every ethnicity and culture  
and God's purposes in the world.

This purpose is admittedly more limited than the Great Commission. As a mission extension of the local church, we have adopted boundaries on our activities based on our call to serve a defined group of God's people. Within the context of InterVarsity's purpose, all of the relationships and tasks that staff members engage in as part of their work for InterVarsity have both eternal and temporal components.

## Values:

InterVarsity is committed to developing men and women from diverse cultures, backgrounds, and generations, whom God calls to work with us for both shorter and longer periods of service, as we pursue the call of God in the university world.

## Maturing Disciple of Jesus Christ:

Every InterVarsity staff member is to be a maturing disciple of the Lord Jesus Christ, growing in obedience to the Scriptures. The marks of a long-term love relationship with Christ in the fullness of His Spirit are described in Galatians 5:22: "The fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self control." In the workplace, this fruit is revealed in healthy working relationships which encourage all staff to accomplish their work and enhance their focus on the spiritual aspects of their work.

## Team Work:

Each individual staff person is a vital member of Christ's body. This means that we will work with one another in ways that honor and encourage all to grow in Christ while accomplishing His work. Our community requires that each individual serve as a team member in a collegial and open environment based on values, relationships, and vision as well as structure and position.

InterVarsity staff, both employees and volunteers, commit to serve God and all InterVarsity colleagues, students, and partners, with sensitivity to both the eternal and temporal dimensions of our work. "Whatever your task, work heartily, as serving the Lord." (Colossians 3:23a)