

Associate Area Ministry Director

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.

Field Ministries
Position Description

Supervised by: Area Ministry Director
Supervises: Campus Ministry Staff, as delegated
National Salary Structure: Level 8
Exempt (Minister)

POSITION SUMMARY

To advance the mission and purpose of InterVarsity as noted above, an Associate Area Ministry Director has significant shared leadership with the Area Director within a region and has spiritual leadership and pastoral

ESSENTIAL FUNCTIONS

Personal Spiritual Duties

- Be a maturing disciple of Jesus Christ: growing in love for God, God's Word, God's people of every ethnicity and culture, and God's purposes in the world.
- Practice daily spiritual disciplines
- Pursue spiritual relationships and involvement in a worshipping community
- Continue learning and growth in spiritual understanding, biblical knowledge, ministry experience and skills
- Experience and live out an ongoing call to ministry service with InterVarsity and its mission

Ministry Leadership

- Participate and be fully engaged in the area team to set ministry vision and direction, to contribute to the accomplishment of the team's plans for spiritual growth and transformation, and to provide area leadership in specific areas, as delegated
- Help lead the area team in:
 - Growing as a community and depending on God in prayer
 - Setting spiritual vision and direction for the area
 - Developing student training programs and opportunities
 - Strategically recruiting, hiring and placing campus ministry staff
- Engage regularly in ministry to students for their spiritual growth and development
- Help oversee area conferences, training events, team meetings or projects
- Engage positively with the supervision you receive from your staff director

Pastoral Supervision (as delegated)

- Provide for the pastoral care and personal development of ministry staff
- Provide for the training and professional development of ministry staff
- Oversee the campus work and fund development of ministry staff
- Provide regular feedback and evaluation of ministry staff including annual performance reviews (reviews to be completed in conjunction with the area director)

Administration

- Provide administrative services and financial management that enables ministry staff to do their jobs
- Ensure adherence to area, regional and national policies, procedures, reporting requirements and financial guidelines
- Provide administrative and spiritual leadership to campus and area events

Fund Development and Public Relations

- Serve as an ambassador of InterVarsity to individual ministry partners and churches, through prayer, discussion of ministry efforts, mission, and accomplishments
- Maintain sound financial status of the area through management of budgeting, fund development and expense control
- Secure personal financial and prayer support and strategic funds for the area as needed
- Cultivate and maintain relationships with alumni as well as current and potential donors
- Represent InterVarsity within the broader Christian community

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"
- Ongoing call to InterVarsity and its mission
- Ministry skills (including the ability to communicate spiritual vision, teach spiritual and biblical principles, plan ministry programs, and spiritually disciple, coach and mentor)
- Bachelor's degree required
- Minimum three years Campus Staff ministry or equivalent ministry experience required
- Willing to receive ongoing training
- Able to contribute to an open and supportive relationship with ministry team members
- Ability to develop a ministry team
- Strong interpersonal skills and demonstrated ability and commitment to work in a diverse ministry team environment
- Effective oral and written communication skills
- Demonstrated problem-solving skills
- Ability to organize events and manage the details involved
- Ability to maintain accurate records and files
- Ability to take charge of tasks; work independently without close supervision

Frame of Reference

InterVarsity Christian Fellowship/USA

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All ministers subscribe annually to the Purpose Statement of InterVarsity:

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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 ministers 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 minister 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 ministers to accomplish their work and enhance their focus on the spiritual aspects of their work.

Team Work:

Each minister 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 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)