

Multiethnic Ministries Resource Specialist

Multiethnic Initiatives (MEI)

Position Description

Supervised by: Director of Multiethnic Initiatives
Status: Full-Time (40 hours per week) / Exempt
Location: National

To advance the purpose of InterVarsity, this position will assist the Multiethnic Initiatives Department in the creation and development of effective curriculum, communication strategies and ministry tools.

MAJOR RESPONSIBILITIES

Be a maturing disciple of the Lord Jesus Christ:

- Maintain spiritual disciplines for personal and ministry growth
- Model wisdom and maturity in the balance of family, church, and ministry life

Assist the MEI Department in developing and communicating the broader Multiethnic vision:

- Create a missional multiethnic culture within InterVarsity, including ongoing work with social media and virtual technology and implementation of the department's communications strategy
- Increase awareness within the MEI Department of current trends and issues in the areas of diversity and inclusion, racial reconciliation, multiethnicity, and ethnic identity development, including theological and sociological perspectives
- Handle special projects as assigned

Develop resource programs/projects for MEI assigned by the Director of MEI and supervisor:

- Develop and oversee assigned projects related to and supporting Multiethnic ministries within the Strategic Plan
- Partner with the Field VP's, their teams and Field staff as training programs are developing
- Make recommendations to enhance current programs/projects
- Attend MEI meetings, as requested, to continue project/program work and report on the development of projects

Lead the MEI department in one of the following areas:

- Multiethnic worship - lead multiethnic worship at national and regional conferences and events: developing the teams, song lists, etc. Utilize multiethnic worship to disciple staff and students into a better sense of multiethnic ministry.
- Multiethnic Matters blog – oversee the Multiethnic Matters blog, representing the MEM department both internally and externally. Responsibilities include: content creation, curation, management and dissemination.
- Multiethnic Ministries social media – oversee the Multiethnic Ministries social media accounts with a focus on Facebook and Twitter, representing the MEI department both internally and externally. Responsibilities include: content creation, curation, management and dissemination.
- Multiethnic training – develop and deliver training on multiethnic topics for the national movement with a focus on cross-cultural competency – biblical foundations, historical and societal realities, ethnic identity formation (personal awareness) and cross-cultural skills. Additional topics could include multiethnic intersections with evangelism, discipleship, planting, building and reconciliation.

As a member of the Multiethnic Initiatives Department, ensure adherence to national policies, procedures and reporting requirements:

- Maintain healthy partnerships with personnel in the National Service Center and be responsive in a timely way to requests made by NSC departments

- Report as required to his/her supervisor, including annual reports and any periodic financial reports agreed upon as necessary
- Develop and follow a personal development plan (PDP) as approved by supervisor

Maintain sound financial status through management of budgeting, fund development, and expense control:

- Prepare and submit annual budgets
- Raise full personal support
- Monitor donor tracking reports (DTR's) monthly and advising of actions needed
- Keep expenses within income on an annual basis

KNOWLEDGE/SKILL/ABILITIES

- Working knowledge of current Microsoft software applications (Word, Access, Excel, and PowerPoint)
- Working knowledge of internet communications strategies
- Working knowledge of fund development and/or sales
- Have excellent social, verbal and written skills and good analytical skills
- Basic design, photography and video editing skills or a willingness to be trained
- Ability to build teams, develop consensus and momentum in group projects and processes
- Ability and willingness to travel, both to a variety of field locations and to the NSC in Madison for regular meetings
- Ability to work in a diverse team environment

QUALIFICATIONS

- Annually affirm InterVarsity's Statement of Faith
- Bachelor's degree or equivalent experience required
- Minimum 5 years experience with InterVarsity or other campus ministry highly desirable

Multiethnic Resource Specialist 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)

