

Study Abroad Campus Partnership Coordinator

Study Abroad / Missions

Position Description

Supervised by: National Director of Study Abroad

Status: Full-Time or Part-Time

Location: National (Madison, WI preferred)

To advance the purpose of InterVarsity, this position will develop students who study abroad into leaders and world-changers through an integrated approach to experiencing study abroad as mission through partnership with IFES, local churches and other global partners.

MAJOR RESPONSIBILITIES**Train staff to leverage study abroad for mission and discipleship**

- Increase US chapter awareness of study abroad department resources and programs
- Resource and coach staff to better send, support, and receive their study abroad students
- Work collaboratively with field staff to develop shared vision, ownership and partnership of programs
- Recruit and prepare staff to help lead retreats and other programs
- Develop and manage study abroad staff internship program

Build campus partnerships to equip and support students studying abroad:

- Develop resources for local campus orientation, re-entry, and chapter support of students while abroad
- Help staff develop relationships between InterVarsity and University study abroad departments/programs
- Coach students preparing to study abroad to do so missionally
- Coach study abroad returning students in expanding their chapter reach to the study abroad community
- Collect feedback from staff and students about study abroad resources and programs
- Travel to strategic campuses and areas, and strategic regional and national student events

Assist team with programming needs

- Assist Study Abroad team in recruiting for, developing program, managing, and attending overseas student training events as directed
- Assist Study Abroad team with study abroad alumni strategy
- Facilitate a Virtual Small Group, as needed

Develop a funding base for 100% of salary, benefits and ministry expenses:

- Develop and contact a list of potential donors
- Communicate with donors regularly, following national fund development policies
- Raise funds for personal support and special national projects or programs, per an agreed-upon budget
- Develop a prayer support group

Knowledge/Skills/Abilities

- Ability to take charge of tasks and work independently without close supervision
- A working knowledge of current Microsoft Software applications (Outlook, Word, Excel, Access and PowerPoint) is preferred
- Demonstrated ability and commitment to work in a diverse team environment
- Demonstrated ability to maintain and grow a funding base

QUALIFICATIONS

- Annually affirm InterVarsity's Statement of Faith
- Bachelors Degree or equivalent required
- 2-5 years field or study abroad abroad relevent work experience
- Minimum 4 Weeks Study Abroad, overseas missions or equivalent experience
- Savvy with social networking and online communication
- Adaptable to new and evolving situations

- Agile in navigating cross-cultural relationships and environments
- Availability to travel 25% of the time

Study Abroad Staff Member 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)