**Protestant Campus Ministry at Albany, Inc.**

**Job Description and Ministry Statement**

**Protestant Campus Minister**

**Faith Statement**: “We fully believe that Christ meets you where you are whether it’s by a well, up a tree or a cross and walks with you on your journey of faith—so that’s how we do our ministry as well.” Therefore**,** we are “unashamedly Christian with a heart for social justice”

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**Mission Statement**: “Bringing UAlbany students together on campus to make a difference in the world”

The Protestant Campus Ministry at Albany, Inc. is seeking a part-time Campus minister (30 hours per week during the academic year, 5 hours per week during breaks and summer.) The work schedule will follow the UAlbany academic calendar. This minister works with students wherever they are at in their faith journey to conduct ministry and mission on campus. This individual must enjoy being with people, able to mentor, be able to listen and maintain healthy boundaries, also they must be collaborative in style and be able to do paperwork, forms and grant applications.

***Requirements:***This individual must be ordained and in good standing with their denomination. The Campus Minister must be able to relate to a diverse student population as well as a wide spectrum of congregational partners and friends of the ministry. UAlbany and the Protestant Campus Ministry celebrates diversity in race, ethnicity, socio-economic status, gender identity, sexual orientation, and religious background. The ministry is divided up into three primary areas, therefore the candidate must possess gifts in the areas of mentorship, connection and fundraising to be considered for the position. It is also essential that this individual is able maintain good boundaries, be collaborative in their leadership style and have the following technical skills or be able to quickly learn them: Microsoft Office *(*Word, Excel, Power Point, Outlook, and Teams); Zoom; Google
Forms, Google Sites and Google Drives; Social Media (Facebook, Instagram, Group Me), and Quicken Financial Software.

***Mentoring****:* This individual is the Mentor for thePeer Ministry Staff consisting of 8-10 students. This mentoring can include the following: weekly check-ins, working directly with students to plan Sunday evening worship, Food and Faith, Java and Justice, Bible Study, Community Service, Social Events, etc. Additionally, this individual should monitor participation at all events, send out weekly emails and be able to greet anyone who might walk into the ministry’s door.

***Connecting:***This individual promotes connectivity by 1) enabling students to connect with each other in meaningful ways, 2) connecting students to the wider faith community via our Congregational Partners Program (i.e. Food & Faith, Bake Sales, Annual Week-Long Service Trip in January, etc.), 3) connecting to the UAlbany Administration through attendance at Student Affairs Meeting and working in collaboration with the Intercultural Student Engagement Office (i.e. orientation, commencement weekend, etc.), and 4) connecting to other faith groups via the other chaplains and Interfaith Student Group. This individual must collaborate with the Music Director and Peer Ministers to plan and implement programs. The Protestant Campus Minister shall collaborate with the Protestant Campus Ministry Board at monthly Board Meetings.

***Fundraising:***This individual oversees all funding including 1) grant applications and reporting to judicatories (PCUSA, UCC, ELCA, CACC), 2) seeking congregational support, 3) sending out the annual appeal (spring), and 4) working with the board to plan and implement the fall fundraiser. This individual works with the treasurer to cut checks at the end of the month. The work with the student treasurer to oversee the Student Association Budget including submitting the request and weekly reimbursement requests. Finally, this individual oversees the grants program from the University Auxiliary Services by submitting application and reimbursement forms, and oversees the billing from the Campus Center Management by using the Student Association budget for reimbursement.

**Compensation Package:** Salary Range: $40,000 - $50,000 depending on experience. $800 Education Reimbursement; $1000 Mileage and Meals; Social Security Reimbursement; Employer Contribution to Pension (12%)

**Links to Learn More About UAlbany**

UAlbany is #1 for social mobility -<https://www.google.com/search?q=ualbany+%23+1+social+mobility&rlz=1C1GCEA_enUS905US905&oq=ualbany+%23+1+social+mobility&aqs=chrome..69i57j33i160l2j33i299.9719j0j7&sourceid=chrome&ie=UTF-8>

UAlbany is a national leader in promoting racial equity- <https://www.albany.edu/diversity-and-inclusion/news/2020-ualbany-highlighted-national-leader-advancing-racial-equity>

Demographic breakdown of UAlbany students: <https://www.albany.edu/about>

**Send Resume/Profile to** **uacornerstone@gmail.com** **or mail to Protestant Campus Ministry, University at Albany – CC346, 1400 Washington Avenue, Albany NY 12222**

**Estimated Schedule**

**Resume Deadline: August 15, 2022**

**Board Reviews Applications at August Board Meeting**

**Round 1 Interviews: September – Mid October 2022**

**Round 2 Interviews: Mid October – Mid November 2022**

**New Candidate Announced by the end of November 2022**

**Start Date, January 1, 2023**