Campus Minister

The University of Great Falls is a Catholic university sponsored by the Sisters of Providence located in Great Falls, Montana. We describe ourselves as a place of “uncommon courage” which embraces the mission of the Sisters of Providence to serve the poor and vulnerable. In concurrence with Pope Francis’ concern for the poor and his commitment to build bridges between people of all backgrounds, beliefs and faiths, we offer an educational opportunity to a population in which 42% are first generation to attend college. We live as a community and seek someone who can help build a single faith community that engages all. We rely on The Principles of Good Practice for Student Affairs at Catholic Colleges and Universities. Key words for our University are faith, courage, community, and engagement.

We are seeking a Campus Minister who can effectively contribute in the transformation our university as well as our students' lives. The ideal candidate will be a self-starter who can mentor and minister to all community members, particularly our female students, coordinate worship and direct liturgical services and music. Applicants must be energetic and have the flexibility to travel with athletic teams, excellent communication skills, ability to lead group discussions, and a passion for sharing the Catholic Mass. Bilingual (English/Spanish) is highly desirable.

JOB DESCRIPTION

Job Summary: Under general direction, provide pastoral advising to students; encourage spiritual and moral growth; plan and direct programs and activities; promote the University's Catholic/Sisters of Providence mission and identity.

CHARACTERISTIC JOB TASKS AND RESPONSIBILITIES
May include any and/or all of the following:

1. Advise students individually on spiritual, moral, and personal growth issues particularly for our female students; coordinate worship and liturgical services; lead the liturgy and music related to Mass; encourage faith formation and student participation in volunteer programs, organizations, and mission fundraising and service trips.
2. Plan, organize, and conduct educational discussion groups, faith sharing, and support groups for students, faculty, and/or staff; originate and direct spiritual and educational programs; share informal dialogue and meals with students.
3. Participate in University-wide and departmental orientations, events, and celebrations, plan retreats, vigils, memorials, and prayer services; prepare reports, brochures, bulletins, and announcements; serves on committees.
4. Perform special projects and other duties as assigned.

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

- Base knowledge of Catholic and Christian theology
- Interpersonal/human relations skills
- Verbal and written communication skills
- Ability to develop a good rapport with diverse groups
- Ability to motivate in religious areas and encourage faith sharing and community
- Ability to nurture Christian values and the university’s Catholic mission
- Ability to attend to details
- Ability to perform duties with a sense of compassion, energy, openness, composure, and flexibility
- Ability to operate a personal computer and various software programs
MINIMUM QUALIFICATIONS
Education and experience equivalent to:

Bachelor's degree in theology or another social science related area required, Master's degree preferred; supplemented with two (2) years of work experience in College ministry; bilingual, English/Spanish is highly desirable.

Email cover letter, resume, and three references to: barbara.palacios@ugf.edu or hard mail to: The University of Great Falls, 1301 20th Street South, Great Falls, MT 59405 / Attention: Barbara Palacios
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