

**CULLOWHEE CAMPUS MINISTRY COMMISSION-BOARD
APRIL 2015**

Kirk at WCU – Board Report April 12, 2015

We are pleased to report that plans to re-start our campus ministry at Western Carolina University are moving along quickly! The following points will highlight where things stand currently...

- We are working through the process of calling our first ministry leader, and things are going well. After reviewing several quality applications, the board decided to focus on three candidates, who seemed to fit our needs best. We conducted Skype interviews with each candidate, and elected to bring two of the candidates to Cullowhee to meet with the entire board in person, and to visit the campus. We have concluded that process, have selected a first choice, and will be making a formal offer this week. We have also decided to offer the position to our second choice, if the first offer is not accepted. It is exciting to have wonderful options for the position, and we look forward to having our first leader start this June.
- If it has not been reported previously, we have formally decided that the name of the ministry will be UKirk at WCU! We are excited to make the formal affiliation with the UKirk program, and trust that the denomination will continue to add benefits and support, to enhance the program.
- The student design team from WCU has just about completed the design plans for the lower level coffeehouse, and the enhancements to the exterior of the building. They have made great progress, and we hope to see the final plans within a week.
- On April 30th, an 18 member mission team from Sharon Presbyterian Church in Charlotte, will arrive in Cullowhee to work for two full days on our renovation project. There are several contractors in the group, and we are excited and blessed to be the recipients of their efforts. This will be the formal kickoff of our construction, and they are even donating \$1,000 to help with our cost of materials!!!

Please continue to spread the word about this exciting new ministry throughout the Presbytery, and any offers of help will be welcomed!!!

Thanks and Blessings from the UKirk at WCU Board

WESTERN CAROLINA UNIVERSITY PRESBYTERIAN/UKIRK CAMPUS MINISTER JOB DESCRIPTION**4/14/15**

This is a contracted position for a period of 1 to 2 years, as we work together to bring life to the vision for the ministry on the campus of Western Carolina University. The position meets the requirements for ordination in the Presbytery of Western North Carolina. The minister may function in an ordained role as a Validated Minister of the Presbytery of Western North Carolina. Application for Validated Ministry must be made annually to the presbytery's Committee on Ministry.

Qualifications & Qualities

- A true sense of call to campus ministry and a desire to work with college-age young adults.
- Campus ministry leadership and/or related experience. This experience may reflect full-time, part-time, or internship involvement.
- A person of mature Christian faith who can shape opportunities for worship, Bible study, and spiritual nurture in the Reformed tradition on campus.
- An ability and desire to welcome and mentor all WCU students, while witnessing to the love and power of God in Jesus Christ.
- An organized, flexible, self-starter capable of working independently, without daily supervision, while remaining focused on the vision and goals of the ministry.
- An ability to design, implement and evaluate programming.
- A willingness to nurture a working cooperation with faculty, staff, and existing university programs to promote faith development in students.
- Holding a progressive vision for, and enthusiastic commitment to, the importance of campus ministry.
- Strong verbal presentation and writing skills, combined with a reasonable aptitude for communicating through social media.
- Seminary or related formal education is preferable.

Responsibilities

- To implement the primary mission of the ministry by developing and nurturing a supportive community where all students can feel welcomed, safe and comfortable exploring questions of faith, vocation and social justice. To facilitate a Christian sanctuary within the madness of everyday college life.
- To engage in mentoring, coaching, and spiritual development of students. To lead by example.
- To develop opportunities for worship, Christian education and fellowship.
- To plan and participate in community/campus outreach programs.
- To develop cooperative relationships with other WCU campus ministries, and be a friend in ministry to others in leadership.

- To participate in the life of the WCU campus, whenever possible, with a goal of expanding awareness of and student participation in the ministry. This will include taking the steps required for the ministry to be recognized as a “certified student organization” by the WCU administration.
- To be responsible for the development and timely updating of a UKirk at WCU website, facebook page, and other social media necessary to maintain effective communication about ministry activities.
- To develop and coordinate an effective use of the student center facilities.
- To keep office hours to be available to students, either by appointment or drop-in.
- To help design and then to implement an administrative system for the ministry, including filing systems, expense invoice processing, student “membership” records, attendance records, coffeehouse reports, and other administrative functions deemed necessary in conjunction with the ministry board.
- To meet regularly with the campus ministry board, which will include goal setting, written and oral reporting, discussion and evaluation of current activities, and the exploration of new ideas.
- To work with the ministry board on the management of the ministry’s financial resources, and to contribute to efforts to secure additional financial support.
- To work with the ministry board to develop and maintain strong ties to the Presbytery of WNC, local congregations, and the PCUSA Ukirk collegiate ministries program.
- To oversee the manager of the day-to-day operations of the Hillside Grind Coffeehouse™, whose responsibilities will include supervising personnel, ordering products, maintaining inventory, cash management, etc.

Compensation & Support

- The minister will be supported by an enthusiastic governing board, with committed support from the Presbytery of WNC, and the leadership of the PCUSA collegiate ministries program. The board will be available for regular meetings and will strive to provide any and all resources, reasonably available to support the ministry.
- The Board promises a commitment to the physical and spiritual health of the ministry leadership, by supporting intentional time off, spiritual and professional development, and by providing a healthy support system through the board and local church pastors.
- The minister will follow an annual schedule, tied to the university calendar.
- The minister’s salary