



CHAPEL ASSISTANT

CAMPUS MINISTRY TEAM 2016-2017



Why Chapel Assistants? To assist in facilitating the Christian formation and worship experience of chapel.

Two Chapel Assistant positions are available.

WHAT WILL YOU DO?

- **Provide student input for chapel leadership.**
 - Assist the Dean of Christian Formation in planning chapel services.
 - Seek feedback from students regarding chapel and convey feedback to Dean.
 - Possibly form a group of students for regular input and feedback.
- **Recruit and coach student chapel participants.**
 - Recruit others to participate in leading who reflect the diversity (e.g. gender, race personality geography, activity involvement, etc.) of the student body. Clearly communicate expectations and context for their participation.
- **Encourage the use of the arts in chapel.**
 - Recruit others to participate who have experience in the visual arts, theatre, the written and spoken word, or music.
 - Be willing to learn about/create worship experiences that integrate the arts.
- **Assist in hosting chapel guests.**
 - Prepare welcome baskets when appropriate.
 - Assist with accompanying guests to various other commitments (e.g. meals, classes, etc.).
- **Participate in chapel**
 - Join in prayer prior to chapel services.
 - Be willing to lead the congregation occasionally in prayer, scripture, etc.
- **Continue to hone your skills as a spiritual and worship leader.**
 - Attend training opportunities both on and off campus.
 - Seek partnerships with other CMT and campus leaders.
 - Incorporate feedback into your work.



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ACCOUNTABILITY/WAGES

- There are two Chapel Assistant positions available accountable to the Director of Christian Formation. Regular performance feedback by staff is given.
- Duties will be carried out primarily in chapel, Ramaker and around campus.
- Students are expected to attend spring 2016 training meetings. Employment officially begins with CMT orientation on Sunday, August 14, 2016 and extends thru May 12, 2017.
- Approximately \$1255 stipend per year paid in eight equal stipends during the 2016-17 school year. Returning team members receive an additional \$100.
- An average of 5-7 hours of work per week is expected.
- Assistants may not have another contracted campus job. However, they may be employed as student tutors or with Sodexo. They should not have other major leadership or work responsibilities in addition to a CMT position.
- Work schedules will be set individually and will not interfere with class times.

SELECTION PROCESS

- Cumulative GPA of 2.0 (minimum) and in good academic standing, Christian commitment, and leadership potential required
- Information and applications online under Campus Life on MyNWC
- Deadline for applications: Monday, March 21, 2016
- Interviews: March 29, 30 and 31, 2016
- Team announced: April 5, 2016
- Questions: Contact Barb Dewald at bdewald@nwciova.edu

COMMITMENTS

Commit to growing in relationship with Christ.
Encourage others in their faith development.
Engage with other areas of ministry and campus.
Actively learn about issues of Christian leadership.
Be a faithful and contributing team member.
Respond prayerfully to program changes and performance feedback as it is given.

Attend all meetings and training opportunities, including the following:

- Spring Student Leadership Event.
- CMT Orientation Beginning Sunday, August 14th, 2016 (*CMT must coordinate summer responsibilities to be able to attend orientation. CMT cannot be a RA, on O-Staff or a Multicultural Intern due to schedule conflicts with CMT orientation. Fall varsity athletes and athletic trainers must coordinate their schedule to attend a suitable portion of CMT orientation.*)
- A mid-year gathering January 13, 2017 (5:00-10:00pm).
- Monthly CMT meetings.
- Regular ministry area meetings.

Expectations of NWC Student Leaders

Student leaders play an important role in the Northwestern community and contribute in significant ways towards accomplishing Northwestern's mission and Vision for Learning. Being selected to serve as a student leader is an honor—it recognizes a student's leadership gifts and potential. Northwestern staff members are committed to mentoring student leaders, helping them to grow in their positions and encouraging them to develop their leadership abilities.

Due to their public roles on campus, Northwestern expects student leaders to follow, support, and enforce the college's standards and guidelines with highest integrity. Northwestern staff will consider potential student leaders' stances on college policies when selecting student leaders. In cases where a current student leader either (a) fails to abide by a campus policy, or (b) actively opposes a campus policy and/or states that they will refuse to live by that policy in the future, consequences may include, but are not limited to, temporary or permanent suspension from their leadership position. Consequences will be determined by the student leader's staff supervisor in conjunction with the Dean of Students on a case-by-case basis.