

# STERLING COLLEGE

## Job Description Chaplain

**Reports to:** Vice President for Administration

### **Description:**

The Chaplain facilitates and encourages the spiritual growth of Sterling College by creatively planning, implementing and promoting a coordinated Spiritual Life program that includes discipleship programming and pastoral care. A qualified candidate must have a personal commitment to Jesus Christ and support the Christian mission of Sterling College in both word and action. The Chaplain must demonstrate a commitment to and a talent for working with young adults and leading them to a mature Christian faith. The successful candidate will have the ability to work with a diverse student population, campus administration, faculty, and alumni. This is a full-time staff position with benefits.

### **Qualifications:**

A qualified candidate must have a personal commitment to Jesus Christ and support the Christian character and mission of Sterling College. The candidate must also possess a clear understanding of and ability to articulate the essentials of a Christian liberal arts college.

- An ability to clearly communicate the gospel of Jesus Christ in corporate and small group settings.
- Evidence of recent, successful ministry leadership (among college-aged students helpful)
- Evidence of administrative and leadership skills
- A passion for discipling and mentoring college-aged students.
- Evidence of an ability to work with students from diverse backgrounds.
- Exceptional interpersonal, verbal and written communication skills.
- Experience in counseling or spiritual guidance helpful.
- Ability to teach courses as an adjunct faculty member (as needed) helpful.
- Evidence of a life of Christ-centered maturity.

### **Responsibilities:**

- Provide corporate biblical teaching at chapel events approximately 12-15 times per semester.
- Oversee all administrative aspects of the chapel program including worship, attendance, recruiting outstanding speakers, etc.
- Provide leadership to direct reports involved in spiritual life (Director of Worship Arts and the Media Specialist).
- Provide spiritual guidance to the Residential Life staff.
- Serve as Chaplain for online students.
- Oversee all administrative aspects of the short term missions program.
- Organize a Spiritual Emphasis Week in conjunction with the Peacemaker's convocation each February.
- Provide opportunities for spiritual growth through programming campus-wide events.
- Plan and implement a program of spiritual formation for students including the development of Bible studies and other learning and spiritual growth opportunities for all students (resident, online and commuter students).
- Promote and involve students in community service through local ministries.
- Provide pastoral guidance and care to students in spiritual matters, supporting students, faculty, and staff in times of crisis, bereavement, etc.
- Serve as an ambassador for the College through speaking, writing, or other ministry opportunities.
- Represent the College at convocations, commencement, alumni or admissions events as needed.
- Encourage and promote students' local church attendance and involvement.

**Essential Job Functions:**

- Must be able to push, pull, and lift a minimum of 25 pounds.
- Must be able walk up and down stairs and climb ladders.
- Be able to coordinate movement of the fingers and hands as well as have the adequate dexterity and strength to complete tasks.
- Be able to use upper extremities to press against something with steady force in order to thrust forward, downward or upward.
- Be able to bend body downward and forward by bending spine at the waist.
- Be able to stand and move about regularly.
- Be able to sit and stand for long periods of time.

**Education/Experience:**

- M.Div, Th,M. or equivalent ministry degree.