

Interim Ministry Associate

Collegiate Ministries

Position Description

Supervised by: Director of Interim Ministry for hiring, training, placement and performance. Matrixed supervision with inline staff director for given assignment.

Supervises: Direct subordinates as part of interim assignment

Location: National, non-NSC

POSITION SUMMARY

To advance the purpose of InterVarsity, an Interim Ministry Associate helps provide continuity of ministry and supervision, as needed, by serving in a campus leadership role on a temporary basis.

MAJOR RESPONSIBILITIES

Personal:

- Be a maturing disciple of Jesus Christ: growing in love for God, God's Word, God's people of every ethnicity and culture, and God's purposes in the world

Leadership:

- Assure that campus ministry is continuing without interruption by providing effective interim leadership
- Lead an assigned ministry team to:
 - Grow as a community depending on God in prayer
 - Do strategic planning, decision making and policy making as assigned
 - Work projects which advance the ministry and strengthen the relationships of the team
 - Provide learning and training opportunities for the team
 - Partner effectively with all other organizational leaders to provide support for their efforts.
- Participate with and be fully engaged with other Associate Ministry Interims:
 - Model mature leadership and solid partnership with the Director of Interim Ministry and other Interim Ministry Associates
 - Advance and strengthen campus ministry and to assure that it is in alignment with our purpose
 - Participation in regional and/or national issues or projects as assigned
- Work with organizational leaders at all levels to:
 - Access and assist regional strategies for growth and accomplishment of the national mission such as planting and building ethnically diverse communities
 - Address team concerns and, when needed, facilitate a resolution
- Engage in ministry with students
- Engage positively with the supervision you receive from your staff director

Supervision (related to ministry assignment):

- Model solid pastoral and supervisory skills for your team
- Provide for the training and development of your team
- Oversee the supervision, leadership and fund development of your team
- Provide ongoing feedback and evaluation of your team including annual performance reviews

Administration:

- Promote partnership among the National Service Center, the ministry departments and the field
- Ensure adherence to national policies, procedures, and reporting requirements

Fund Development and Public Relations:

- Ensure sound financial status of your team and yourself ensuring the adherence to national fund development guidelines
- Secure personal financial and prayer support as required
- Accept speaking engagements as required
- Represent InterVarsity within the wider Christian community

QUALIFICATIONS

- Annually affirm InterVarsity's Statement of Agreement
- Ongoing call to InterVarsity and its mission
- Bachelor's degree required; graduate degree preferred
- Evidence the characteristics of a life-long learner
- Experience in management, people development, and coaching.
- Willing to receive ongoing training
- Ability to contribute to an open and supportive relationship with team members
- Ability to develop a team
- Strong interpersonal skills and demonstrated ability and commitment to work in a diverse team environment
- Excellent oral and written communication skills
- Demonstrated problem-solving skills
- Ability to organize events and manage the details involved
- Detail and task orientation
- Ability to take charge of teams and tasks; work independently without close supervision

Interim Ministry Associate InterVarsity Christian Fellowship/USA

Frame of Reference

All staff members subscribe annually to the Purpose Statement of InterVarsity:

In response to God's love, grace and truth:
The purpose of InterVarsity Christian Fellowship/USA is
to establish and advance at colleges and universities
witnessing communities of students and faculty
who follow Jesus as Savior and Lord:
growing in love for God,
God's Word,
God's people of every ethnicity and culture
and God's purposes in the world.

This purpose is admittedly more limited than the Great Commission. As a mission extension of the local church, we have adopted boundaries on our activities based on our call to serve a defined group of God's people. Within the context of InterVarsity's purpose, all of the relationships and tasks that staff members engage in as part of their work for InterVarsity have both eternal and temporal components.

Values:

InterVarsity is committed to developing men and women from diverse cultures, backgrounds, and generations, whom God calls to work with us for both shorter and longer periods of service, as we pursue the call of God in the university world.

Maturing Disciple of Jesus Christ:

Every InterVarsity staff member is to be a maturing disciple of the Lord Jesus Christ, growing in obedience to the Scriptures. The marks of a long-term love relationship with Christ in the fullness of His Spirit are described in Galatians 5:22: "The fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self control." In the workplace, this fruit is revealed in healthy working relationships which encourage all staff to accomplish their work and enhance their focus on the spiritual aspects of their work.

Team Work:

Each individual staff person is a vital member of Christ's body. This means that we will work with one another in ways that honor and encourage all to grow in Christ while accomplishing His work. Our community requires that each individual serve as a team member in a collegial and open environment based on values, relationships, and vision as well as structure and position.

InterVarsity staff, both employees and volunteers, commit to serve God and all InterVarsity colleagues, students, and partners, with sensitivity to both the eternal and temporal dimensions of our work. "Whatever your task, work heartily, as serving the Lord." (Colossians 3:23a)