



## Illinois Conference of Seventh-day Adventist

### Job Description

**Job Title:** Collegiate Ministry Leader  
**Department:** Ministerial  
**Supervisor:** Pastor  
**Credentials:** Missionary  
**Budget:** Locally Hired - Hourly

**Category:** Full  
**FLSA:** Status: Non-Exempt  
**Hourly Range:** \$15.00  
**Schedule:** 38 hours a week

#### Position Summary:

- Collegiate Ministry Leader with a special emphasis on Music Ministry.
- The Collegiate Ministry Leader must be a member in good standing of the Seventh-day Adventist Church and is expected to project a positive Christian image, pursuing a growing relationship with Jesus Christ and living a life of integrity.

#### Essential Job Functions and Scope of Responsibilities:

- Passion for working with youth and young adults.
- Innovative and comfortable ministering to both religious and secular groups.
- Work directly with the Pastor, Adventist Christian Fellowship Students and Local Church Board to orchestrate an active campus ministry program.
- Provide opportunities for ongoing engagement between the campus and the local church.
- Meet weekly with Pastor and monthly with the Church Board to plan and report progress.
- Incorporate local church youth in all areas of ministry and service.
- Musical ability to lead a worship team in organizing, rehearsing and conducting a vibrant, weekly worship experience.
- Identify, recruit, train, mentor, organize worship leaders, musicians, technicians and ministry volunteers.

**Education/Experience/Credentials:** Degree in Religion or Music would be beneficial but not required.

**Knowledge and Skill:** Effective verbal and written communication skills. Collaborates well with leadership. Organized, independent and self-motivator. Knowledge in Music and Worship.

**Physical Requirements:** Must be able to read, write and speak English. Must be able to sit, walk or stand for prolonged periods of time. Ascend and descent stairs and operate office productivity machinery. Must be able to lift up to 25 pounds. Ability to hear and understand speech at normal room levels.

**Working Conditions:** Tasks are usually performed under normal conditions with little or no noticeable discomfort. Work area is well lit and ventilated. **No overtime hours are allowed without prior authorization from the VP of Ministerial.**

**Other:** Provide criminal background verification and complete Verified Volunteers Training program.