

Job description for: Associate Campus Minister: Women's Minister

Reports to: Lead Campus Minister

Works closely with: Lead Campus Minister, Student Leaders, Connect Group Leaders

It was he who gave some to be apostles, some to be prophets, some to be evangelists, and some to be pastors and teachers, to prepare God's people for works of service, so that the body of Christ may be built up until we all reach unity in the faith and in the knowledge of the Son of God and become mature, attaining to the whole measure of the fullness of Christ.

Ephesians 4:11-13

Job Description: Work alongside the Lead Campus Minister (LCM) to clearly implement CCF's mission and vision^[1] with a focus on reaching out to, and discipling, female students. Primary duties are outreach and follow-up, one-on-one discipleship, helping students find and use their gifts, oversee Connect Groups and other ministry duties as needed.

Primary Responsibilities

1. Oversee Women's Ministry

This includes having a vision for the women's ministry, looking for (and overseeing) Women's Ministry interns, planning women's retreats and events, serving as the female leader of trips when needed, discipling and training students as well as counseling when needed and able.

2. Female Student Outreach and Follow-up

Make sure new female students are contacted, met with and followed up with to build relationships when possible. This can be done personally or through interns and student leaders.

3. One-on-one Discipleship and Shepherding

The core of CCF's mission is making disciples who make disciples. This happens by helping students develop transformational habits, understand how to follow Jesus in their daily lives and use their gifts to serve and lead others to Jesus. This is not a program to run from a distance but a life to be lived and invited into.

4. Oversight of Connect Groups

Oversee CGs by recruiting, staying in contact with, training, guiding, and shepherding CG leaders. Writing or finding the curriculum used for CGs and getting it to the CG leaders.

5. Encounter

Will be involved in the planning and execution of Encounter. Specific duties will be determined based on talents, gifts and time.

Other Responsibilities

1. Fundraising and keeping in touch with ministry partners through newsletters and updates.
2. Teaching: Leading workshops at retreats as needed, possibly speaking on a specific topic at Encounter, leading (or co-leading) a Connect Group (not mandatory but encouraged).
3. Participate in scheduled staff meetings, student leadership meetings, and staff development.
4. Annually attend 1-2 quarterly CCF Board of Directors meetings.
5. Attend Retreats (Fall/Winter/Staff/Student Leadership) unless there is a reasonable conflict.
6. Continue honing ministry skills through reading, podcasts, conferences, etc.
7. Help organize staff lead events such as Fallfest, Retreats, Grad Dinner, etc.
8. Have duties completed in a timely manner as set by the Lead Campus Minister.
9. Agree to and support CCF at UNC's mission and vision, as well as CCF Inc.'s statement of faith.
10. Administrative, and other, duties as assigned.

Skills

1. Good knowledge of God's Word and the ability to communicate it.
2. Ability to communicate your own faith and the foundational principles of Christianity to those who don't believe, as well as teach others to do the same.
3. Ability to reach and disciple students in CCF, as well as those of the greater UNC community.
4. Ability to train and lead students (individuals or groups) in a given ministry setting.
5. In love, understand the culture of our community, have a willingness to continue learning and the ability to navigate cultural differences with respect to ministry.
6. Work well with others.

Character

1. Maintain positive speech and attitude.
2. Seek to believe the best about others.
3. Be Faithful, Available and Teachable.
4. Set an example to the students you are serving.

Spiritual Life

1. Baptized into Christ by immersion based on one's changing allegiance to (repentance), and placing their faith in, Jesus as their Lord and Savior.
2. Continually seek a growing relationship with Jesus.
3. Exemplify the Path of Discipleship
 - a. Encounter God (Worship corporately with other believers)
 - b. Connect in Community (Be involved in a small group)
 - c. Grow together (Be accountable)
 - d. Make an Impact (Live a life of service)
4. Committed to prayer
 - a. ...daily in personal prayer time
 - b. ...bringing students along to pray and teaching them how to pray
5. A student of God's Word, regularly spending time in the Bible learning from the Lord.
6. Continual growing in spiritual habits (disciplines).

^[1] **Mission and Vision of Campus Christian Fellowship at UNC**

Mission: Making disciples on campus who impact the world

Vision: Encounter God,^[A] Connect in Community,^[B] Grow Together^[C] and Make an Impact^[D]

These four things make up what we call The Path of Discipleship. We believe they should be a part of a growing disciple's life and have designed programs to help them take the next step as they grow in their relationship with God. These programs are,

- A. Encounter :: Large group worship service designed so UNC students could stumble upon God the same way Moses did in Exodus 3 or the people did in Acts 2.
- B. Connect Groups :: Small groups of students gathering together to study the Bible with the primary purpose of developing community
- C. Grow Groups :: Accountability groups of no more than four students of the same gender that gather to pray, read the Bible together and hold each other accountable.
- D. Make an Impact :: There is no specific program for this step on the Path of Discipleship. Students are encouraged to Impact the world around them whenever, wherever and however they can.