Graduate Assistant in Campus Ministry at Marquette University 2016-2017

Campus Ministry works in tandem with the Division of Student Affairs in living out the mission of Marquette as a Catholic, Jesuit University dedicated to pursuing truth, discovering and sharing knowledge, fostering personal and professional excellence, promoting a life of faith, and developing leadership expressed in service to others. Working with other team members, the Graduate Assistant will be responsible for providing leadership and/or support of ministry programs which include retreats, social justice education and outreach, reflection experiences, domestic and international immersion trips, liturgy planning and general faith development and pastoral ministry with young adults.

This assistantship in Campus Ministry includes a 10 hour per week commitment as a Hall Minister in a residence hall, covering housing, meal plan and parking, as well as a 10 hour per week stipended commitment working in the Campus Ministry office.

Role and responsibilities of a Hall Minister:

- Living in the residence hall during the academic year; compensation includes room, board and parking
- Supporting, actively promoting and participating in the mission, goals, and programs of Campus Ministry and Residence Life
- Attending hall ministry orientation in early August and other training throughout the year
- Leading weekly faith-sharing/service and/or reflection groups
- Leading or facilitating three all-hall events per year (often in partnership with others) which promote faith and community in the hall
- Attending weekly hall staff meetings as well as leading this group in some type of reflection, prayer, or Ignatian spirituality education, as well as informing the staff of upcoming Campus Ministry programs
- Meeting weekly with the Hall Director, Assistant Hall Director and/or Facilities Manager to discuss incidents and areas of concern within the building
- Meeting individually with the Hall Ministry Coordinator and with the entire Hall Ministry team each month in order to develop in Ignatian Spirituality formation, grow as a community, train staff on crisis and response policy and protocol, and discuss topics, issues, and materials relevant to ministry in a university setting

The Graduate Assistant has the opportunity to work in one or more of the following areas of Campus Ministry in the following areas, depending on the needs in the office and the skills/interest of the GA:

- Assisting in development and implementation of retreat leader prayer
- Working with a team of student leaders to plan and lead one or more Campus Ministry weekend retreats, potentially directing one retreat (depending on interest and experience)
- Collaborating with Campus Ministry team to plan and facilitate Campus Ministry Leadership Retreat
- Assisting in leadership development of all student retreat directors and retreat advisory board
- Assisting in development of new retreats
- Assisting with retreat logistics including registration, communication with retreatants, creation of retreat materials, etc.
- Collaborating with Student Affairs staff in the areas of Residence Life and Leadership Development
- Seeking ways to tie the many facets of emerging adulthood together in holistic approach to the students at Marquette
Roles and responsibilities of a Campus Ministry Graduate Assistant for Service and Justice:

- Oversee and accompany students participating in weekly service opportunities
- Maintain connections with community partners
- Orient and potentially accompany students attending the National Ignatian Family Teach-In
- Work on new and ongoing justice and advocacy related initiatives such as: Project Homeless Connect, weekly Soup with Substance programming, and international service work.

Role and responsibilities of a Campus Ministry Graduate Assistant for MAP programs:

- Implementing a program for working with the data logistics of MAP; i.e. recording incoming paperwork and payments for participation in the MAP program. We are looking for a long term solution in logistics management for the program.
- Soliciting student involvement in the MAP program by advertising, tabling, outreach to student groups, etc.
- Co-ordinating training for the MAP Facilitators (there are 4-5 training meetings that are 2 hours each. Topics include: Policies and Procedures, Expectations, Reflection, Safety and Health, Scenario problem solving)

Remuneration includes:

- Room, board, and parking
- $7,825 Stipend