



UNIVERSITY CATHOLIC CENTER
Campus Minister for Women's Vocational Discernment

The role of this Campus Minister is to help fulfill the mission of the University Catholic Center through administrative, pastoral, and programming needs of the ministry, under the direction of the Director and in collaboration with the other staff members, especially the Campus Minister for Education & Faith Formation. This Campus Minister will serve as Project Director for developing, implementing, and assessing the "Sisters Project" Hilton Foundation Grant.

The responsibilities of the Campus Minister include, but are not limited to:

PASTORAL

1. Fostering relationships with student and resident communities through pastoral ministry including:
 - a. maintaining a ministry of presence on Sundays before, during and after Masses
 - b. participating in UCC events as needed, e.g., Welcome Week events, attending the weekly student dinners & meetings
2. Participating in the RCIA through facilitating occasional meetings
3. Conducting Communion Services (in the Absence of a Priest) as needed
4. Serving as staff liaison (as needed) for assigned student groups or committees:
 - a. Attending meetings regularly
 - b. Communicating news and ideas between students and staff

PROGRAMMING

Developing, implementing and assessing the "Sisters Project" Hilton Foundation Grant

1. Vocational Discernment
 - a. overseeing a women's discernment vocation program (beginning: Fall 2016)
 - b. creating Vocational Discernment Opportunities/Experiences throughout each quarter and possibly student breaks
 - c. developing resources for students on vocational discernment
 - d. representing UCC at diocesan vocation meetings/events

- e. serving as the liaison with the vocation directors for the Archdiocese of Los Angeles and religious congregations
2. Discipleship Formation
 - a. accompanying students through Spiritual Direction (individual and/or group)
 - b. planning and facilitating seasonal two-light retreats
 - c. assisting with the Busy Bruins Retreat with the Associate Director of the UCC
 - d. offering other resources for students in relation to the "Jubilee Year of Mercy"
 3. Leadership Development
 - a. assisting (as needed) with the Student Leadership program
 - b. assisting (as needed) with the ESTEEM leadership program
 - c. attending the University Catholic Conference of California weekend
 - d. attending the Archdiocese of Los Angeles Religious Education Congress
 - e. assisting with the sensitization of students and staff to dimensions of interfaith belief and practice (e.g., interfaith workshops or retreats)

ADMINISTRATIVE

1. Serving as Program Director for "Sisters Project" Hilton Foundation Grant
2. Meeting regularly with and collaborating with the Director of the UCC and other staff members and FOCUS Team Leader in fulfilling the mission of the University Catholic Center
 - a. Attending the weekly staff meetings
 - b. Creating a program structure and reporting program participation statistics and feedback with Director and staff
 - c. Coordinating with staff in promote programming through various forms of media
3. Participating in Archdiocesan Campus Ministry meetings and activities

Application Process:

Candidates meeting the requirements are encouraged to apply by emailing a resume and cover letter to Rosie@CatholicTrojan.org.

*Note: This new hire will be an employee of the Archdiocese of Los Angeles.