

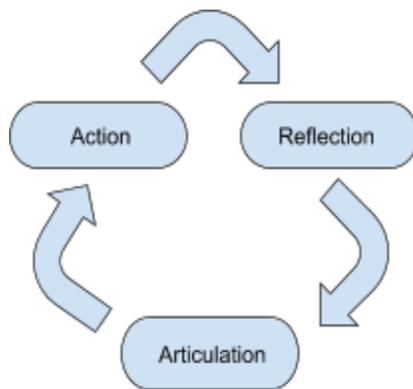


Offering Worship Ministry Fellow Practicum Description

PRACTICUM INFORMATION:

Practicum Supervisor: Mr. Chris Shields II, Assistant Dean of Spiritual Formation
Office Location: Associates Campus Center, Center for Student Life
Office Hours: Tuesday-Friday; 9:00am-5:00pm
Email Address: cshields@rc.edu
Office Phone: (248) 218-2114

POSITION DESCRIPTION:



The Student Leadership course, for Fellows, is a 300 hour practicum course designed to immerse students in a rhythm of shared learning. Learning begins with the student's lived experiences. Students will reflect on those experiences with one another, through course materials, and with instructors/supervisors. Students then articulate new learning in light of these shared practices to influence future leadership activity. Each week this practicum is comprised of 1) one hour of seated class time 2) out of class office hours 3) out of class working meetings 4) execution of and attendance at events and programming. (Additional requirements below).

The practicum component of the course is the laboratory in which students participate in a lived leadership experience, test leadership theories and strategies in live leadership settings reflect on the implications of leadership experiences and influence future actions.

The Worship Ministry Fellow is a student leader who can complete practicum requirements by Leading student worship teams, and attending to the worship ministry life of the Rochester College Community. The worship ministry fellow is pastorally present to Rochester College students and fosters a hospitable environment that creates space for students to develop to their fullest potential intellectually, ethically, socially, morally, and spiritually in the context of a community.

REQUIRED PRACTICUM MATERIALS: TBA

PRACTICUM RESPONSIBILITIES:

Practice Sabbath: The Worship Ministry Fellow must practice self care and balance in order to be an effective leader in a pastoral role. Proper self-care is an essential spiritual quality that produces longevity in ministry and models healthy living, and spiritual responsibility.

1. Dedicate time weekly to attend to rest and personal care.
2. Participate in spiritual exercises as provided by the Campus Ministry team

Worship Leadership and Direction: The Worship Ministry Fellow provides thoughtful worship experiences for the Rochester College Community. serve.

1. Participate in worship experiences in a variety of ways (This includes but is not limited to: Leading worship, planning worship, and empowering other worship leaders)
2. Work with ADSF to build “The Offering” worship night schedule each year.
3. Coordinate musical worship planning for “The Offering” worship nights.
4. Recruit student musicians to assist in the offering worship times (singers, instrumentalists, etc.)
5. Conduct interviews/ auditions for potential worship team participants.
6. Build offering worship support team (prayer team, ushers, scripture readers, AV Technician)
7. Organize “The Offering” worship night rehearsals (dates, times, locations, etc)
8. Be available to occasionally lead coordinate/lead worship in Chapel during Tuesday/Thursday chapel times.

Ministerial Leadership: The Worship Ministry Fellow will serve other students ministry leaders by mentoring them, and encouraging them to discover and foster their unique strengths in service to the campus community.

1. Lead “The Offering” worship teams in organizing consistent worship experiences for students.
2. Develop and maintain positive relationships with student ministry leaders through availability, accountability, and creativity.
3. Work collaboratively with the ADSF and ministry staff to plan and execute spiritual programming,
4. Conduct regular organizational meetings with Campus ministry leaders who you directly support.
5. Support and challenge ministry leaders in their spiritual growth and development.
6. Promote and support campus ministry events on and off campus.

Administrative Tasks: The Worship Ministry Fellow will be responsible for administrative duties related to the day-to-day operations of the ministry in which they serve. All responsibilities will be conducted with guidance and assistance from the Offering Worship Leader’s direct supervisor.

1. Maintain communication with multiple student volunteers

2. Work with ADSF before each semester to reserve needed spaces for worship preparation/execution.
3. Ensure thorough communication to student body about upcoming worship opportunities
4. Complete budgeting needs related to needed worship supplies for each semester.
5. Perform assigned tasks in a timely and professional manner and meet assigned deadlines consistently.
(24 hour email response time for external emails)
6. Print sheet music
7. Perform other duties as assigned by the ADSF

Support of Policies and Standards: A Worship Ministry Fellow is a representative of the College in his/her relationships and contacts both on and off campus. He/she is expected to uphold institutional and residential standards of behavior and policies as outlined in, Rochester College's Student Handbook.

1. Be thoroughly familiar with Rochester College's Student Handbook
2. Communicate and model behavior and policy expectations of Rochester College to the campus community
3. Confront inappropriate behavior when it occurs and take necessary follow-up measures
4. Support and do not openly disagree with college regulations. Be quick to listen and slow to speak with fellow students. Seek appropriate channel to discuss the issue at hand to address the disagreement

Staff Training and Development: The Worship Ministry Fellow is expected to participate in staff training, which is designed to develop the Campus Ministry Fellow to have the necessary skills to perform their job and meet expectations.

1. Arrive early to campus for Fall Training.
2. Participate with the ADSF in mutual performance evaluations based on job description.
3. Participate in the annual spring leadership retreat

Student Life Leadership Fellows Program: Worship Ministry Fellow is a member of the Center for Student Life Leadership Fellows program. Leadership Fellows have the privilege of shaping the student experience at Rochester College through example, programming, leading, serving, researching, and reflection. Through the course of the academic year, Leadership Fellows will:

1. Be committed to the ongoing mentoring and leadership of students entrusted into your care
2. Spend 1 hour per week support the efforts of Rochester College's Admissions Office through the Fall and Spring semesters. Admissions responsibilities may include: making phone calls, writing notes, conducting campus tours, attending Warrior Fridays or attending off-campus admissions events.

3. Participate in two outward facing public relations events organized and sponsored by Rochester College's Development Office. Examples may include: Partnership Dinner, President's Circle of Honor, Fletcher Center Golf Outing, Homecoming, etc.

4. Assist and engage in new student move-in day (Aug 22nd) and warrior weekend (beginning Aug 22nd).

PRACTICUM ELIGIBILITY REQUIREMENTS:

- Be in good academic and judicial standing with Rochester College
- Personal life supports the mission, values and goals of Rochester College
- Preferably, a Junior or Senior with previous student leadership experience
- Demonstrates enthusiasm for the college, students, faculty, staff and co-curricular programming
- Posses an appreciation of the institution and its resources
- Communicates effectively both verbally and written; as well as interactively with various technologies
- Articulate the desire to support student success by helping new students to get off to a strong start academically, socially and personally
- Demonstrates sensitivity/interest in diversity/cultural differences; ability to effectively communicate with a variety of personalities
- Functions effectively in a team environment
- Exhibits analytical and problem-solving skills
- Demonstrated ability to prioritize multiple tasks and responsibilities

PERSONAL COMMITMENT:

There may be no other journey quite like your Leadership experience and we hope you endeavor to make this one of the most adventurous and fulfilling of your lifetime. The Center for Student Life is here is support you, guide you, encourage you and help develop you into the leader you aspire to become. This journey is a uniquely personal one, as each leader has different personal goals and challenges. Individuals thrive in this experience by using it as an opportunity to stretch themselves, to embrace the challenges of leading and developing others, to recognize no journey can ever be perfectly planned or executed but that we must strive to do our very best. And it is is the personal nature of the challenge of the Leadership program that makes is so rewarding to complete.

So take a deep breath and jump in with both feet - and know that we so look forward to working with you all on the adventures ahead!

POSITION COMPENSATION: Compensation for Fellows is determined by individual financial aid packages and institutional awards. The basic compensation structure for a Worship Ministry Fellow is as follows:

- \$2,000 stipend to be paid bi-monthly over the course of the academic year
- \$500 scholarship
- \$2,295 housing discount

This position is a one academic year commitment. Reappointment is not guaranteed, but is based upon an exemplary performance record and the successful completion of all interviews and applications required for returning staff. Performance will be evaluated to maintain the highest possible standards. Failure to meet any of the qualifications or responsibilities listed in this agreement or specified by the Spiritual formation team, may result in personnel sanctions which could include, but are not limited to, verbal or written warnings, probation, or possible termination.