



The Humble Walk

Lutheran Campus Ministry at the University of Maryland



Program Assistant

Apply by August 3

Internship Site: Lutheran Campus Ministry at the University of Maryland

Term: August 2021 - July 2022 (12 months)

Compensation: \$20,000 stipend for one year

Highlights:

- Justice and service-oriented role in a context that prioritizes relationship-building
- Campus ministry experiences that develop student faith and leadership
- Latinx and immigrant community support, furthering ministry initiatives first started by Rev. Elizabeth Platz, the first woman ordained as a pastor in the ELCA
- Assistance finding affordable housing
- All-expense paid travel for ministry (including 10 days in Puerto Rico and 3 weeks in Europe)

Site Description:

- Serving the University of Maryland, Christian students, and the wider community, we are called the Humble Walk after Micah 6:8, as God invites us to do justice, love kindness, and walk humbly with God.
- Our growing ministry is rooted in the Word and following the way of Jesus, with commitments to LGBTQIA+ support and anti-racist action.
- Our students are active participants planning activities, facilitating programming, and leading weekly worship. Staff, including the Campus Pastor and Program Assistant, meet weekly with the student leadership team to review activities and plan ahead to meet student needs, and together create opportunities they want.
- While the past year has been very different due pandemic safety precautions, we are expecting a more “normal” experience this coming year, including in-person worship, and plans for a winter trip to Puerto Rico and a summer trip to Europe.

Job Description:

1. Serve as one of the primary ministry staff members, part of a team that includes the Campus Pastor, Diaconal Intern, and student leaders who lead worship music, small groups, and our tutoring and mentoring programs. Weekly responsibilities focus on providing administrative support, program management, event hosting, and accompaniment to student activities.

2. Maintain our campus ministry priorities of student leadership development and relationship-building:

- *Leadership Development* - Alongside the Campus Pastor, the Program Assistant will develop student leadership through diverse opportunities, always asking, “Who can accompany me in this work?” and inviting students to join in all aspects of our ministry.
- *Relationship-building* - The relationships that we have with our students are integral to the success and growth of the ministry. It is because we take an intentional interest in the whole of our students’ lives and wellbeing that we are able to connect with them and build the ministry around them.

3. Manage preparations for Sunday night worship, including overseeing set-up, securing student volunteers, preparing the powerpoint, creating announcement slides, etc.

4. Engage with students, alumni, and friends using social media and newsletters.

5. Work with our children’s programs, including stARt, En Camino, and the CARing project, collaborating with the student peer minister leaders to plan and facilitate these programs that connect elementary students with college student volunteers. This work involves meeting weekly with the peer ministers, providing whatever support is needed to run the weekly programs, writing grants, ordering supplies, overseeing the organization of the supply room, and building relationships with the children and college student volunteers. Being relational with college student volunteers is especially important, because most of them are not otherwise connected to the ministry. Sensitivity to equity and inclusive-minded education will also be important, as our programs serve communities that are navigating poverty and other obstacles faced by immigrant families.

6. Help plan and participate in our retreats, including the annual beach retreat, the alternate Spring Break trip, the winter trip, and an end-of-the-year trip.

7. Seek joy and fun accompanying students in their faith journeys and university experience, for example: joining students attending an open-mic night, welcoming students into the office for conversations on faith and life, giving out lemonade on campus, teaming up with students to prank the Campus Pastor, playing sports, accompanying a group to the theatre or a stadium event, playing board games, etc.

8. Adapt to demanding schedules, including working regular nights and weekends. This work is cyclical, coinciding with the semester schedule. It requires more than 40 hours a week during the fall and spring semester programming, with a much more flexible schedule over the winter and summer terms, including the opportunity for extra vacation.

9. Other activities and ministry duties as they arise. This includes creating opportunities for learning and growth for the Program Assistant outside of the regular campus ministry activities.

Qualifications:

- A welcoming presence
- Strong computer skills, including proficiency in Microsoft Office programs and Google Workspace applications
- Excellent oral and written communication skills
- Strong organizational skills, including the preparedness to manage multiple projects simultaneously and organize information for the ministry team
- Active Christian identity, with a desire to journey in the way of Jesus and engage your Christian faith with students and with others
- Flexibility, especially with working hours
- Fluency in English

Additional:

- Being a young adult (under 30 years old) is helpful so there is a young adult on staff to help connect with the students
- Familiarity with ELCA Lutheran Church structure and worship is preferred
- Having an active driver's license is preferred (we provide van transportation for volunteers and children as part of our programs)
- A passport may be necessary

Hours, stipend, living arrangements and more:

- The initial term of service is one year, beginning in August 2021 and ending at the end of July 2022.
- This is a full time position, with more than 40 hours a week required during the school year (August-mid-December, mid-January-early June), with a great amount of flexibility in the “off season.” Hours will vary (but 50 hour weeks are not unusual during the semester) as some weeks have more activities than others.
- There is a \$20,000 stipend for the year, distributed in monthly increments.
- Staff will work with the Program Assistant to secure a housing opportunity.
- There are weekly check-ins with the Campus Pastor in addition to weekly staff meetings.

To Apply:

- Send a cover letter and resume to Pastor Ray Ranker by **August 3**
Email: rayranker@gmail.com
- Questions can be sent to Pr. Ray at the above email, or by phone
Phone: 410-294-6691
- More information about the ministry can be found online
Website: www.thehumblewalk.com