

UNIVERSITY OF DALLAS

Job Number: 11341UD

Faith Formation and Retreats Minister

Date Posted: August 5, 2021

WHO WE ARE

The University of Dallas (UD) is a Catholic liberal arts university known for its excellence in academics. We have consistently ranked as one of the top regional universities in the country, holding a place on both U.S. News & World Report's list of the Best Regional Universities (West) and Forbes' Best Value Colleges. We are dedicated and guided by our [mission](#) and thrive on professional development, a family-oriented environment, rich traditions and exceptional employee benefits.

JOB DESCRIPTION

UD is currently seeking a Campus Minister who will provide both spiritual and academic formation in the Catholic faith through faith formation programming and retreat opportunities, as well as interpersonal accompaniment of the University of Dallas student body throughout the academic year.

PRIMARY RESPONSIBILITIES

Men's Ministry

- Create curriculum for weekly discussion group/faith formation community with assistance from the Chaplain and Rector.
- Form student men as peer leaders within community.
- Give frequent talks throughout the year.
- Advertise and execute all events for the ministry; manage all administrative work that this duty entails.

Retreats

- Vet, select, and empower student leaders to direct and staff our annual peer-led Campus Ministry retreats. This requires coordination and oversight of travel to retreat sites, talks given, and all administrative work that this duty entails.
 - Crusader Awakening: Ensure that this retreat introduces or invigorates our students' understanding of the Mystical Body of Christ and what it means to be a community of believers.
 - Genesis: Ensure that this retreat spiritually and practically assists college freshmen and transfer students in their transition to UD through reception of the sacraments and discussion of student testimonies.

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- Mission: Ensure that this one-day reflective retreat for graduating seniors is founded on reception of the sacraments and talks given by faculty and campus ministers.

Support Outreach Programs

- Co-serve as lead minister on Alternative Spring Break mission trip. This will require non-local travel to mission trip sites.
- Attend monthly community service outings with area nonprofits, churches, care centers, etc.; transport and participate at event.
- Act as chaperone for at least one weekend trip per year for pro-life club.

Liturgical Ministry

- Set up for Masses when needed; serve as extraordinary minister of holy communion at Masses when needed, Lector/ Read at Masses when needed.
- Support Chaplain in the management of all aspects of Office of Campus Ministry operations.

MINIMUM REQUIREMENTS

- Bachelor's degree, preferably in Theology, Religious Studies, or Pastoral Ministry.
- One to two years of experience in a college campus ministry, parish young adult, or comparable setting.
- Thorough knowledge of Catholic theology.
- Understanding of Catholic Social Teaching and the ability to teach it to others.
- Proven ability in planning and implementing programs, equipping volunteer staff, and working with community organizations to the broader community.
- Proficiency in Google Suite (e.g. Docs, Sheets, Slides) and other online software and apps that could be used for advertisement purposes.

PREFERRED QUALIFICATIONS

- Master's degree.

ADDITIONAL INFORMATION

This position requires the ability to work irregular work hours, including one to two evenings per week. In addition, weekend work when necessary for Mass, retreats, community service events, or special University events.

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BENEFITS

UD provides competitive pay and benefits, including eligibility to participate in medical, dental, life and disability insurance; employee events; a health and wellness program; a free fitness center; competitive leave programs; tuition benefits for employees and their families; and matching retirement plan contributions.

If this sounds like the job for you, apply online at: <https://hr.udallas.edu/apply/>

The University of Dallas seeks to recruit, develop, and retain faculty, staff and administration of the highest caliber.

The University is an Equal Opportunity Employer, and encourages applications from female and minority candidates and others who will enhance our community and advance our Mission.