



Director of Spiritual Life

Department: Student Services

FLSA Status: Exempt

Amount of Travel Required: Minimal

Work Schedule: 40 hours per week

Job Status: Full-Time

Reports To: Vice President of Student Services

Positions Supervised: None

POSITION SUMMARY

The Director of Spiritual Life will focus on the discipleship and spiritual formation of our students and help them recognize their place in the Kingdom, thus becoming better students and stronger Kingdom workers. The Director will have the responsibility to foster spiritual development of all students whether graduate or undergraduate and whether in the classroom or online.

ESSENTIAL FUNCTIONS

- Spiritual Life Planning
 - Create and implement a “living” plan that develops our students in spiritual growth over their time at LCU
- Pastoral Care/Campus Pastor
 - To be the spiritual voice for the campus during all seasons
 - Be able to communicate well across generations, genders, and cultures
 - Ability to come alongside students and employees to provide spiritual development through:
 - Partnering with Worship Ministry program leadership for both undergraduate and graduate chapel services
 - Partnering with students in student-led spiritual emphasis programs (i.e. Focus and Reach)
 - Partnering with leaders planning other campus times of gathering that put a focus on spiritual development (i.e. Master’s Men, The Well, Vespers)
 - Ensuring effective communication between all involved
- Spiritual Formation Groups (SFG’s) Coordination
 - Provide leadership, including training and curriculum, for SFG’s based on campus themes and extend that emphasis in creative delivery methods to off-campus students
 - Provide regular interaction with the SFG leaders, including training and spiritual support, as needed
- Student Leadership Advising
 - Provide guidance to student government and campus organization leaders in planning and direction as necessary
- Be involved with best practices and professional development through attendance at seminars,, both on-site and online as opportunities are made available
- Accept as true LCU’s Statement of Faith and support LCU’s mission, vision, core values and philosophy of education
- Adhere to all University policies faithfully including the Employee Handbook and live “above reproach”
- Participate in the employee fall retreat with worship service and chapel attendance
- Attend and contribute to all site and departmental meetings as scheduled
- Attend campus employee meetings as scheduled

- Other duties as assigned by the Vice President of Student Services or President

POSITION QUALIFICATIONS

- Places high importance in spiritual disciplines both personally and in others
- Deep commitment to the mission and vision of Lincoln Christian University
- Strong leadership skills
- An understanding and experience in planning corporate worship
- Exceptional verbal, and written communication skills
- Exceptional interpersonal skills with different internal and external constituencies
- Effective public speaking skills with different internal and external constituencies
- An understanding of demographics for relating successfully and representing LCU effectively
- Administrative skills for collecting data, organizing information, and generating reports
- Self-starter with initiative, resourcefulness and problem-solving skills

SKILLS & ABILITIES

Education: Bachelor degree in the areas of worship, spiritual formation, or similar discipline required; Master’s degree preferred

Experience: Strong experience in working with and mentoring youth and/or young adults

Computer Skills: proficiency in working with computers, word processing, databases, and learning management systems

Certificates & Licenses: Not applicable

Other Requirements: Not applicable

PHYSICAL DEMANDS

Physical Abilities

Stand:	C (Constantly)
Walk:	C (Constantly)
Sit:	C (Constantly)
Reach Outward:	C (Constantly)
Reach Above Shoulder:	F (Frequently)
Climb:	O (Occasionally)
Crawl:	N (Not Applicable)
Squat or Kneel:	F (Frequently)
Bend:	F (Frequently)

Lift /Carry

10 lbs or less:	C (Constantly)
11-20 lbs:	C (Constantly)
21-50 lbs:	O (Occasionally)
51-100 lbs:	N (Not Applicable)
Over 100 lbs:	N (Not Applicable)

Push / Pull

12 lbs or less:	O (Occasionally)
13-25 lbs:	O (Occasionally)
26-40 lbs:	N (Not Applicable)
41-100 lbs:	N (Not Applicable)

N (Not Applicable) Activity is not applicable to this occupation.

O (Occasionally) Occupation requires this activity up to 33% of the time (0 - 2.5+ hrs/day)

F (Frequently) Occupation requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)

C (Constantly) Occupation requires this activity more than 66% of the time (5.5+ hrs/day)

WORK ENVIRONMENT

Office and Worship settings

Noise level is moderate to high within worship settings