I. Position Purpose

The Executive Director of Campus Ministry should be prepared to oversee all aspects of evangelization and formation within the center and campus outreach. They should be focused on bringing about the mission which is: to be a light on the hill that fosters an atmosphere of healing, purpose, and hope through Jesus Christ to WSU students. Applicants must be able to take this mission on and promote it on campus. Through this mission the Executive Director of Campus Ministry should be involved with the Intern team and assist the Director in their ongoing operations.

II. Duties and Responsibilities

1. Assist the Chaplain in achieving yearly and strategic goals for the ministry.
2. Oversee staff of 3 full time Assistant Campus Directors.
3. Oversee programs to form young disciples as missionaries focused on outreach to Greek students and students involved in WSU Athletic programs.
4. Supervise the Peer Ministry Team
   - Oversee social media, online presence, and digital communications with students for the purpose of Evangelization.
5. Event planning and evaluation
   - Conduct strategic planning for ministry events with the peer minister team.
   - Evaluate success and growth opportunities post events.
   - Events include, but are not limited to:
     i. Weekly Damascus Nights, Biannual Retreats, Men’s & Women’s Ministry, Fellowship evenings, Bible study groups, RCIA & Theology Classes.
6. Lead a two-week summer mission trip.
7. Empower students to take ownership of their faith.
   - Coach students to be able to lead bible studies, teach classes, and plan events.
8. Specifically work with Peer Ministers to implement new and creative aspects of the ministry.
10. Assist in planning and executing events for Football weekends. WSU is a PAC-12 school.

III. Qualifications:

- Baccalaureate degree or higher in Theology or Pastoral Care.
- Practicing Catholic in good standing.
- 3+ years working with campus ministry.
- Experience teaching catechesis (RCIA classes or religious education classes)
- Proficient in Microsoft Office tools and social media platforms.
- Excellent organizational, communication, and interpersonal skills.
- Ability to thrive in a fast-paced, campus environment; flexible, able to work autonomously as well as take direction as needed.
- Excellent delegation skills

Please submit cover letter and resumes to Fr. Paul Heric: pheric@dioceseofspokane.org
If you have questions, please feel free to contact Fr. Paul Heric at 509.599.8437