2016-2017 Campus Ministry Internships

Campus Ministry Mission Statement: “Campus Ministry at Canisius College is missioned to empower our students, faculty, administrators, staff and alumni to engage the world in order to find and manifest God within our environment, society, communities and Church. We seek to help others discern their gifts and grow as leaders so as to become women and men with and for others. We do this in the spirit of Jesus and the Jesuit tradition and are committed to work toward justice with people of all backgrounds.”

General Description
Want to do something amazing with Campus Ministry? Be one of our trusted leaders? Get hands-on experience coordinating some of our major programming? Mentor to your peers? Be an intern in our office! These un-paid positions offer you valuable leadership experience in ministry and skills that will be transferrable to anything you do. Craft your own yearlong internship based around *your* gifts and desires.

General Responsibilities
- Participate in a mandatory one-day fall retreat and spring planning evening.
- Participate in a monthly, one-hour staff meeting on Sunday.
- Participate in +10 Reflection Experience which includes the following:
  1) PRAY, Reflect, Meditate for at least 10 minutes day using the Examen or another reflective process.
  2) WRITE a short paragraph each day in a journal after the experience of reflection or prayer.
  3) SHARE the experiences with a Ignatian Prayer Guide (chosen in consult with your supervisor) once a month with whom you are most comfortable.
    (This is not the person who is your main supervisor).
  4) REFLECT AGAIN on how this experience informs your internship, trip, etc. And bring that experience each month to your Ignatian Prayer Guide.

Job Qualifications
- Strong communication, community-building skills, energy, creativity, ambition and a sense of humor are essential.
- Candidate needs initiative, focus, and follow-through.
- 2.5 GPA or higher. Must maintain a 2.5 GPA

Specific Responsibilities
- Choose between 1-2 primary responsibilities from the list below per semester
- Choose between 1-2 secondary responsibilities from the list below per semester
- Each responsibility contains the following:
  - Number of openings and if they are in the fall and/or spring (F/S)
  - Brief description, time commitment and experience needed, if any.

Timeline
Applications are due by 5pm on Wednesday, April 6. Interviews will take place from April 7-15. Acceptance notifications will go out by April 18.

Questions?
Contact Sarah Signorino
X2424 or signoris@canisius.edu
Primary responsibility options:

- **Ignatian Family Teach-in (1-3, F/S)**
  - Description: Assist with the coordination of all preparatory and follow-up aspects of the Ignatian Family Teach-in
  - Time commitment: Weekly prep meetings in Oct/Nov, Teach-in in November, advocacy and follow-up in the spring semester
  - Experience needed: Past participant of the Teach-in

- **Freshmen Experience (2-4, F/S)**
  - Description: Coordinate and facilitate CMI retreat, CMI retreat, and second-semester freshmen retreat
  - Time commitment: Retreat planning meetings, retreat days
  - Experience needed: None

- **Kairos Director (3, F or S)**
  - Description: Direct one Kairos Retreat, Train team, recruitment, follow up, delegation of 40% of work to Assistant director
  - Time commitment: 3 prep meetings, weekend retreat, follow up meetings.
  - Experience needed: Served as Assistant Director on Kairos.

- **Kairos Assistant Director (3, F or S)**
  - Description: Assist the Kairos Director with training the team and executing one Kairos Retreat per year.
  - Time commitment: 3 prep meetings, weekend retreat, follow up meetings.
  - Experience needed: Served as a team leader on Kairos.

- **Agape Latte/Question Box Coordinator (1-2, F/S)**
  - Description: Develop and execute 4 evening lectures on Spirituality. Recruit someone from faculty/staff to be the speaker. Develop and execute Question Box evening once per semester.
  - Time commitment: 4 lunch meetings, 6 evenings; prep work, shopping.
  - Experience needed: Attendance/Boston College Agape Latte is preferred.

- **Men’s Group (1-2, F/S)**
  - Description: Execute weekly men’s faith-sharing group
  - Time commitment: 1 hour per week + one hour of prep
  - Experience needed: Attended men’s group in the past.

- **Women’s Group (1-2, F/S)**
  - Description Execute weekly women’s faith-sharing group
  - Time commitment: 1 hour per week + one hour of prep
  - Experience needed: Attended women’s group in the past.

- **Ig-Night Coordinator (1, F/S)**
  - Description: Help facilitate and train leaders for student-led faith-sharing groups tailored to student interest
  - Time commitment: Heavy in the beginning of each semester until groups get going, 1 hour/week afterwards
  - Experience needed: Experience in faith-sharing groups

- **Liturgy and/or Music (1-3, F/S)**
  - Description: Plan, integrate and participate in the musical and liturgical aspects of campus worship
  - Time commitment: Participation in both the Campus Ministry Contemporary Music Ensemble and Campus Ministry Liturgy Committee required; weekly music rehearsals, Sunday evening Mass and weekly Liturgy Committee meetings
  - Experience needed: Knowledge of, and dedication to, liturgical and worship music

- **Social Media (1-3, F/S)**
  - Description: Get the word out about our programs through advertising, film or photographs. Focus areas within Campus Ministry available.
  - Experience needed: Knowledge of social media, marketing and design are helpful!

- **RAISE Benefit Coordinator (1, F/S)**
  - Description: Coordinate the entire Benefit from start to finish.
  - Time commitment: November to March for planning and facilitation.
  - Experience needed: Genuine love of fundraising/party-planning preferred!
• Service-Immersion Assistant (1-2, F/S)
  o Description: Assist with yearlong logistics, planning and facilitation of our service-immersion experiences.
  o Time commitment: Fall and spring weekly meetings, 2 retreats, monthly workshop prep
  o Experience needed: Participated on any of our service-immersion experiences.

• Explore Your Catholic Faith (1-2, F/S)
  o Description: Develop and execute program(s) that deepen and explore Catholic faith on campus. This could include faith sharing, Living Stations and Adoration.
  o Time commitment: 1 larger program per semester, the potential for weekly faith-sharing
  o Experience needed: Active Catholic.

• Outreach to Homeless (3, F/S)
  o Description: Recruit students. Coordinate production and distribution of food. Guide reflection for participants.
  o Time commitment: 4-6 hours/week, Sandwich Ministry takes place on Sunday evenings. Burrito Project takes place once a month on Tuesday evenings.
  o Experience needed: None. Age 21 to drive van is preferred but not required.

• Driving Ministry (F/S)
  o Description: Service as a van driver to our outreach ministry
  o Time commitment: 2-8/week
  o Experience: 21 year of age, pass Canisius College van driving course

• Community Day (3-4, F/S)
  o Description: Recruit, organize and implement all aspects of Community Day.
  o Time commitment: Weekly meetings, more prep time closer to Community Day.
  o Experience needed: None.

• St. Luke’s Mission of Mercy (3-6, F/S)
  o Description: Recruit and organize students, provide orientation to groups and guide reflection for participants.
  o Time commitment: 3-6+ hours per week.
  o Experience needed: None. Age 21 to drive van is preferred but not required.
Secondary responsibilities options:

- **Justice Liaison (1-4, F/S)**
  - **Description:** Communicate and collaborate about all justice-based events and student organizations on campus (ex. Unity, USA, PC)
  - **Time commitment:** Bimonthly meeting with supervisor, attending justice events on campus
  - **Experience needed:** None

- **Moonlight Confessions Coordinator (1, F/S)**
  - **Description:** Coordinate and advertise an evening of reflection based on forgiveness.
  - **Time commitment:** 2 hours for the event; recruiting adults.
  - **Experience needed:** None

- **Remembrance Service(s) Coordinator (1, F/S)**
  - **Description:** Develop a number of ways to remember the dead. Serve as student bereavement officer in the case of campus death.
  - **Time commitment:** Varies, but minimally 2 events per semester.
  - **Experience needed:** None

- **Men’s Retreat (1, F/S)**
  - **Description:** Continue to develop an active outdoor adventure-based men’s retreat
  - **Time commitment:** One weekend plus recruitment/prep.
  - **Experience needed:** Some retreat work.

- **Women’s Retreat (1, S)**
  - **Description:** Execute interfaith retreat for women.
  - **Time commitment:** One retreat + prep/recruitment
  - **Experience needed:** Some retreat experience.

- **RCIA/Catechesis (1, F/S)**
  - **Description:** Develop a student RCIA team + evenings of Catechesis
  - **Time commitment:** 4 evenings of Catechesis. Weekly RCIA Meeting + Confirmation.
  - **Experience needed:** Active Catholic.

- **Lent (1, F/S)**
  - **Description:** Form student committee to plan theme, programming and education during Lent
  - **Time commitment:** Late fall meetings, programming during Ash Wednesday and Lent
  - **Experience needed:** None

- **Interfaith (1-3, F/S)**
  - **Description:** Assist initiating interfaith programs on campus
  - **Time commitment:** Bi-monthly meetings, 1-2 programs per semester
  - **Experience needed:** None

- **Eucharistic Minister scheduler/trainer (1, F/S)**
  - **Description:** Schedule and assist in the training of EMs
  - **Time commitment:** Heavy at the beginning of the year. Scheduling weekly.
  - **Experience needed:** EM

- **Lector scheduler/training (1, F/S)**
  - **Description:** Schedule and assist in the training of EMs
  - **Time commitment:** Heavy at the beginning of the year. Scheduling weekly.
  - **Experience needed:** Lector

- **Hospitality Minister scheduler/training (1, F/S)**
  - **Description:** Schedule and assist in the training of hospitality ministers
  - **Time commitment:** Serve as minister, schedule at the beginning of semester.
  - **Experience needed:** None

- **Senior Experience (3-6, S)**
  - **Description:** Assist with planning and facilitation of Senior Retreat and Baccalaureate Mass
  - **Time commitment:** Planning meeting in spring, events during Senior Week
  - **Experience needed:** For Seniors only!
Name:
Cell number:
Graduation year:
Major(s)/minors(s):
Commuter or resident:

Campus Ministry Internship responsibilities
Primary responsibilities per semester (choose 1-2 per semester):

Secondary responsibilities per semester (choose 1-2 per semester):

What is motivating you to choose these over other positions?

What would your ideal internship with Campus Ministry look like? How do your above choices reflect how you’d like to grow with Campus Ministry?

Create your own – if you don’t see something above that you would like to do with us, describe what you would like to see yourself doing!

General questions
Why did you choose Canisius?

What have you been involved in on and off campus during your time here?

What are your other time commitments for next year? How will you be able to balance your internship with these time commitments?

What involvement have you had with Campus Ministry? Please list everything.

What is your relationship with God like?

Would you identify with an organized religion, if any? What is your relationship with organized religion, if any? Are you regularly involved in a faith community? If so, which one?

What would you be most challenged by from your involvement with Campus Ministry?