

**Idaho Institute of Christian Education (IICE)**  
Director of the Campus Christian Center—Job Description

The Director shall take responsibility for lead in the Campus ministry of the IICE and in supervision of Peer Ministers. The Director will offer program support and coordination, and pastoral care for students at the University of Idaho. The Director will encourage cooperating churches to engage in the support and campus ministry of the IICE. Policies of the IICE are Board of Trustees approved and the Director implements them. The Director shall report to the personnel task group whereas final authority for the position and it's supervision is with the IICE Board of Trustees.

The Director's responsibilities shall include:

1. Support, plan and implement a Christian campus ministry including worship, pastoral care, educational/discipleship, and spiritual growth opportunities for students and faculty/staff at the University of Idaho in accordance with the Mission Statement of the IICE.
2. Assist in recruiting and training locally sponsored and supported student peer ministers and work with the denominational campus ministers and the appropriate local pastors to guide the student peer ministers in accordance with the Mission Statement of the IICE.
3. Represent the Institute to the local cooperating churches, across their organizational levels to encourage increased cooperation and to maintain funding among each of the cooperating churches. The representation shall include highlighting the Center's value in building Christian faith in tomorrow's society and leaders.
4. Coordinate IICE Campus ministry with the participating churches' campus ministries.
5. Build and maintain relationships with faculty and staff that enables the Director to represent the IICE to the University of Idaho and shall provide a Christian perspective on moral, spiritual and academic nature in the university community.
6. Inform the Board of Trustees and other funding entities of current ministry activities including programs, worship activities, and discipleship activities.
7. Participate in church services and programming of local cooperating denominations, as invited.
8. Apprise the Board of Trustees and other funding entities informed of current programs, facility status/needs, financial status and financial needs in conjunction with the Financial Secretary and Building Maintenance Task Group.
9. Encourage, support and instigate Fund Raising activities for the Institute.
10. Supervise the use of the Campus Christian Center facility and advise the Board of Trustees accordingly.
11. Help identify maintenance needs of the Campus Christian Center facility and advise the Building Maintenance Task Group accordingly.
12. Serve as an ex-officio member of the Finance Committee, without vote.
13. Work with the IICE board of trustees to set a schedule for board meetings as well as advise the board on policy and procedures and on issues of vision and mission.

The ministry responsibilities outlined in this job description are an accurate reflection of job description for the Director though other duties and responsibilities may arise and/or be assigned as necessary.

I agree to the above terms with the understanding that they may be changed by mutual agreement.

Director Date