

# Learn and Serve Core Team Application

John Perkins Center for Reconciliation, Leadership Training and Community Development

## Number of Core Members: 4-5 Volunteer positions

The information below outlines expectations, opportunities, and requirements for those considering student leadership roles in the John Perkins Center and as a part of the Office of University Ministries. Successful student leaders are those who commit their time, energy, and creativity to the service of their peers through their ministry leadership.

The experience within these positions will help develop skills and qualities that you can use throughout life, including: service and discipleship, cultural engagement, identity development, delegation, coordination and planning, time management, listening and helping, program development and self-management. This role is designed to be both a ministry opportunity and a learning experience.

### Leadership Development and Student Core Team Qualifications

Qualified applicants for student leadership positions in the John Perkins Center will demonstrate existing skill and potential for growth in the following areas:

- Community & Cultural Awareness
  - A growing understanding of diverse communities, transformational partnership and issues relevant to community development.
- Leadership
  - Cultivating group motivation and direction, interaction with other students, supporting student development.
- Ministry
  - Ability to articulate and implement a Christ-centered approach to leadership and ministry.
- Personal Growth & Identity Development
  - Open discernment for vocational decisions and life direction through justice, service and community engagement.

Applicants are encouraged to review more about the Perkins Center programs online at:

<http://spu.edu/depts/perkins/>

### Minimum Qualifications for Applicant

1. A commitment to serve as a student coordinator for one academic year.
2. To be enrolled for six or more credits, making satisfactory progress toward degree completion
3. Cumulative GPA of 2.75 or higher.
4. Upholds SPU lifestyle expectations
5. A commitment to attend training sessions and regular meetings as listed on attached pages.

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Completed applications are to be submitted through OrgSync.

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JPC Learn & Serve CORE LEADERSHIP POSITIONS

## Expectations for all Core:

1. Meet with:
  - JPC Learn and Serve Core meetings (weekly 1-1.5hr)
  - JPC Learn and Serve Coordinator(s) (1 on 1 once per quarter)
  - JPC Learn and Serve Advisor periodically (once by end of Winter quarter)
2. Participate in training and support through these campus leadership activities:
  - SLDC Leadership Kickoff: Prepare new core for the upcoming year (Spring Quarter/May 15, this year).
  - Fall Leadership Conference: Meet John Perkins Center staff and student leaders, train as combined JPC Learn & Serve Core team, plan for upcoming year (September 3-7, 2023, Fall Quarter start).
  - All Ministries Leadership Retreat: Reevaluate goals, reflect on progress, and participate in team-building activities (first or second weekend of Winter Quarter).
  - John Perkins Center training gatherings focused on areas of community development, justice and reconciliation.
  - Participate and host **JPC Learn & Serve** quarterly events on campus.
  - Contribute to organizing and assisting in Fundraising for **JPC Learn & Serve** Immersive Activities (Pilgrimage, Border Encounter)
  - SLDC leadership & development in-services (1 per quarter) in the 2023-2024 academic year.
  - Leadership Celebration: end of the year celebration with all student leadership (Spring quarter, May 2022)

All Learn & Serve Core members are expected to promote awareness of and involvement in global cross-cultural ministries among SPU community.

## KEY RESPONSIBILITIES:

JPC Learn & Serve Core serves the SPU community by providing administrative, organizational and educational support to mobilize participation with international promote awareness of and involvement in global cross-cultural ministries and immersion opportunities. Specific responsibilities include:

1. Work with Coordinators and other Core members to organize and facilitate activities and events to promote awareness and involvement of justice themes (Refugee Resettlement, Homelessness, environmental justice, etc.) at SPU.
2. Participate in activities to ensure the smooth and effective immersive experiences and campus events.
  - a. Role contribution, Core Meetings, Team Selections and Mentoring

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## JPC Learn & Serve (L&S) CORE JOB DESCRIPTIONS

Volunteer Positions: (Volunteers will dedicate about 4-6 hours per week to the work of SPRINT Core)

### Communications Coordinator (1):

- Designs and produces print and other visual media to publicize L&S discussions and service opportunities.
- Creates and distributes publicity through social media (Instagram)
- Manages online presence and assists Coordinators with social media for Events.
- Creates and distributes L&S content: publications, posters, flyers, both paper and electronic publicity.
- May be tasked with sharing information to other JPC Ministries, University Ministries Teams, and the Branch to market.
- **Qualifications:** Experience with Microsoft Office programs required. Preferred experience with design programs such as Canva, Adobe Photoshop and Illustrator. Creativity and proficiency or familiarity with Instagram is highly desirable.

### Office and Business Manager (1):

- Manages program budget and assist in tracking spending.
- Takes meeting minutes, produces documents, organizes interview schedules,
- Helps arrange details for potential fundraisers and collaborations.
- **Qualifications:** Working knowledge of Microsoft Office, excellent organizational and communication skills.

### Events and Logistics Associates (2):

- Plans and coordinates L&S events. This includes organizing event logistics, speakers, and program.
- May help and be in charge of different aspects of events.
- Facilitates organizational site partnerships and assignments for service days.
- Coordinates service day supplies
- May be tasked with leading specific immersive experiences, and coordinate collaboration with other groups.

Applicants are encouraged to review more about the Perkins Center programs online at:

<http://spu.edu/depts/perkins/>

For further information about the L&S Core Team site leader roles, please contact: [mchew@spu.edu](mailto:mchew@spu.edu)

Please submit applications on Formstack no later than Friday, April 7, 2023. Include name and position you are applying for in the subject line.

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If selected as a candidate, you will be asked to interview between April 7 through April 13.

If you have any question, please email [@spu.edu](mailto:spu.edu).