

**CORNELL COLLEGE  
STUDENT WORKER POSITION**

**JOB TITLE:** Student Chaplain Assistant  
**REPORTS TO:** Chaplain of the College

**OFFICE:** Chaplain's Office  
**DATE:** Updated March 2005

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**REQUIREMENTS**

Interest in religious life, and assisting the chaplain with hosting and offering leadership presence at ecumenical chapel services, spirituality programming, and other events sponsored by the Chaplain's Office, Soul Friends, and Spirituality & Interfaith Exploration. Persons need not be Christian but understand that Soul Feast, Peace Eucharist, and Evensong flow out of Christian spirituality, and that they are asked to assist with ministry of presence and hospitality, if not leadership, at these services. Programming and ministry of presence extends beyond Christianity, faith, and organized religion; applicants must be able to do likewise.

Persons must be self-motivated, responsible, trustworthy, and reliable. They must be caring, have good listening skills, and work well with others; protect confidentiality; respect college policies; and extend ministry of presence and even para-professional crisis care response to people of diverse beliefs and backgrounds including those unlike their own. They respect that there is breadth of theologies within all religious traditions including Christianity. They respect that the College and Chaplain's Office prize and support religious diversity and inter-faith understanding, seeing them as part of the educational experience.

In keeping with the College's Wesleyan/Methodist heritage, this office sees faith and critical thinking/questioning wed to each other rather than polar opposites. Applicants understand this, as well as the religious ethic of uplifting the poor, down trodden, powerless, and oppressed (to clip out all such references from the Bible would leave little else. All this relates to the College's mission statement. Nurtured by the United Methodist Church, we seek to create servant leaders for a more humane world). Applicants must understand the centrality of this connection between the inner and outer life as it pertains to the services and programs offered by this office, while knowing differing political/partisan views on addressing these realities are treasured as invaluable. Finally, individuals must be willing to see the holy in the ordinary, including mundane secretarial tasks. They also understand the necessity and sacredness of humor.

**PRINCIPLE DUTIES for all student chaplain assistants**

- Ministry of presence and leadership in and beyond worship services and programs. This includes crisis care response.
- Work with leadership core for Soul Friends, and Interfaith Understanding & Exploration on planning, advertising, and orchestrating events.
- Promote involvement in Soul Feast, retreats, and other spiritual formation & exploration programming as appropriate. Includes recruitment of musicians,

readers and others for regular and inter-faith services, peace vigils and services for national and global healing (non partisan), and other creative programming.

- Attend monthly leadership core/advisory group meeting with chaplain. Also attend ½ day spring retreat (i.e. basic para-professional skills for ministry of presence, procedures, group bonding, etc).
- Hospitality: Represent the Chaplain's Office at Activity Fairs. Help greet and welcome people from off campus for memorials services, clergy gatherings and UMC relations events, special lectures, alumni worship services, and admissions visits as arise.
- Create and/or collaborate with Leadership and Service and student organizations to address issues such as local and global hunger, AIDS, and poverty. One person is key contact for this.
- Collaborate with Intercultural Life and other groups on topics related to global issues and interfaith understanding. One person as key contact for this.
- General office support: secretarial, cleaning dishes, etc.

**AGREEMENT**

*I understand and accept the duties,, responsibilities and expectations of this position.*

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signature

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date