



Gatherings Student Coordinator

Reports to Campus Pastor
Updated 1/26/2026

Position Summary

- Helps, visibly lead and cultivate the spiritual vitality of our community by facilitating congregational gatherings and other spiritual growth opportunities

Responsibilities

- Provides leadership, oversight, and vision to all gatherings and volunteers
- Maintains exciting, welcoming, and spiritually focused chapel environment
- Helps keep individual gatherings effective and overall chapel calendar successful
- Partners with Campus Ministries Pastors in leading weekly pre-gathering team meetings
- Builds team of volunteers to help coordinate gatherings
- Casts vision for gatherings to volunteer teams
- Works to ensure gatherings are done with a standard of excellence

Administration

- Updates and oversees planning center, as it pertains to gatherings
- Oversees the implementation of reminders in chapel
- Provides administrative and general support as needed to anything involving gatherings including worship teams, advertising, greeters, hospitality, etc.

Weekly Gatherings and Event Planning

- Connects with and leads speakers, guests, and volunteers, as it pertains to gatherings
- With Campus Ministry Pastors, oversees executing special events such as conferences, One Night, orientation, Ignite, The Way and special edition of The Way, etc.

Hours & Scholarship

- 9 hours per week (on average)
- The scholarship for this student leadership position is \$4,680, which is based on a percentage of the 26-27 tuition

***Aside from this job description, all Campus Ministries student coordinators must abide by the general Campus Ministries Student Coordinator Expectations, provided in the application materials.**



CAMPUS MINISTRIES STUDENT LEADERSHIP EXPECTATIONS

2026-2027

Purpose:

At NU, we envision and work towards a community of Spiritual Vitality that fosters the Spiritual Formation of each member. Through the power of the Holy Spirit, our aim is that you would:

- 1. Experience the Call of God**
- 2. Express the Call of God**

We believe that this occurs through our Spiritual Formation in two Key Areas:

- 1. Gatherings**
- 2. Groups**

It is expected that a Campus Ministries Student Coordinator: (In addition to job description)

- Exemplifies Christ-like character & spiritual leadership to the NU community
- Brings pastoral care to the NU community.
- Leads a Life Group
- Helps foster biblical community through leading personal, relational, congregational, and missional spiritual formation.
- Assists in leading spiritual formation through various Campus Ministries programming
- Maintains all citizenship standards required in the Community Handbook
- Maintains 2.5+ GPA during both semesters as a student coordinator
- Maintains passing Spiritual Life attendance status
- Maintains good reputation in and outside the NU community
- Participates in administration, recruitment, and promotion for department success
- Attends mandatory weekly Campus Ministries team meeting
- Meets weekly with their supervisor(s)
- Does weekly office hours, as discussed with supervisor(s)
- Keeps track of ministry's budget, with supervisor(s)
- Leads and speaks in gatherings, as needed
- Represents NU and Campus Ministries, as needed
- Invest in supporting campus-wide programming through attendance and volunteerism: (Welcome Weekend, One Night, Family and Homecoming Weekend, and Serve Day, to name a few)
- Student leaders are asked to help support multiple campus events to make them happen. This includes, but is not limited to, One Night, Serve Day, Welcome Back Bash, and Family Weekend. Dates and details to be provided in August.

Required Dates:

- **SLAT (Student Leadership Activities & Training) Kick Off:** March 28, 2026

- **Fall Campus Ministries Return Date:** August 9, 2026
- **Fall Team & Student Leadership Training:** August 10-19, 2026
- **Welcome Weekend:** August 20-23, 2026
- **Campus Min Retreat:** TBD
- **Family & Homecoming Weekend:** TBD
- **Fall Mid-Semester Training:** TBD
- **Spring Return Date to Campus:** January 8, 2027
- **Spring SLAT:** January 8-10, 2027

Disciplinary Action:

The Campus Ministries staff reserves the right to place any student coordinator on probation and/or remove any student from involvement for failure to comply with the Lifestyle Standards or as otherwise deemed necessary.