**Bethany College, Lindsborg KS**

**Dean for Spiritual & Congregational Development**

Bethany College seeks candidates for the position of Dean for Spiritual Development & Congregational Development who also serves as Campus Pastor at Bethany College. The vacancy was created by the departure of Pastor Noni Strand, Bethany College alum and campus pastor for 23 years. The position is expected to start no later than July 1, 2015.

Bethany College, established by Swedish Lutheran immigrants in 1881, is a college in mission and ministry with the Evangelical Lutheran Church in America (ELCA) and has partnership relationships with the Central States, Oklahoma-Arkansas, and Rocky Mountain Synods of the ELCA. The Dean works to build stronger relations with those Synod specifically and the ELCA generally.

Located in Lindsborg, Kansas, Bethany is a small, private college that provides students personal attention within a caring community. The student body is highly engaged in learning both inside and outside the classroom. All students are encouraged to explore and deepen their own faith, as they find and follow their paths in the world.

The mission of Bethany College is to educate, develop, and challenge individuals to reach for truth and excellence as they lead lives of faith, learning, and service.

The College enrolls over 700 students in total; approximately 650 on the Lindsborg campus. There are students from 31 states and 31 countries represented. Students identified over 20 religious affiliations. The College just recently opened the new Bud Pearson Swedish Chapel and J.E. and L.E. Mabee Welcome Center that houses the Pastor’s office (and living room) as well as a multifunctional worship space.

The Dean is a pastor to the total campus with responsibilities for students, faculty and staff. The role of the Dean is central to the Lutheran identity of Bethany College and to the life and outreach of the campus. The Dean must be a visible and engaged member of the College community on a daily basis.

The Dean is a key member of the Provost’s leadership team that also includes, the Assistant Academic Dean, Dean for Student Development, Dean of Athletics, Dean of Admissions and Financial Aid, Registrar and Director of the Learning Center. Together, this team leads all student-facing aspects of the College.

The Dean offers worship experiences, spiritual and religious life programming and service opportunities for members of the campus community. Chapel is offered on Mondays, Wednesdays, and Fridays during the regular term. No classes are scheduled and faculty and staff are encouraged to avoid scheduling meetings during this time.

**Bethany College Position Description**

**Dean for Spiritual & Congregational Development**

**REPORTING RELATIONSHIP:**

 Provost and Dean of the College

 POSITIONS REPORTING TO THIS POSITION: YES NO

**FLSA STATUS:**

 Exempt position

**RESPONSIBILITIES:**

This position, under general supervision, independently performs and is responsible for developing and maintaining a campus environment that is complementary to and consistent with the educational mission of the College and support of the College retention goals. AS such, the essential functions of the position are open-ended. This position is challenged to foster the College’s mission and values of being a community of faith, learning and service. This community, by definition, involves the whole campus (students, faculty, and staff) and the whole person (body, mind and spirit).

**EXPECTED START DATE:**

 July 1, 2015 or sooner

**ESSENTIAL FUNCTIONS:**

I. Spiritual Development

 Develop student leadership by training and empowering students to be active leaders in the various programs and worship life of the campus ministry.

 Be the leader of the College’s Lutheran Identity dialogue. Champion the inclusiveness of our Lutheran identity.

 Support the work of Student Development in welcoming new students to campus.

 Support the work of the Center for Discovery, Reflection and Vocation and its Peer Ministry program.

 Work to encourage and deepen the ongoing dialogue between faith and learning, providing a place for faith development and growth in the challenging context of the liberal arts college.

 Work to bring the possibility of church-related vocations to promising students.

 Coordinate the resources of the campus ministry program with the other areas of campus life to help the college achieve its educational mission.

 Help to strengthen the relationship of the college with the ELCA and the whole Christian church. The campus pastor is encouraged to serve the larger church when opportunities arise.

 Reinforce association with local churches, and area synagogues and mosques in order to promote interfaith awareness.

II. Congregational Development

 Support the work of Admissions by helping to connect the College to Lutheran congregations and partner synods.

 Coordinate Bethany Sundays and the college’s representation at the ELCA National Youth Gathering and synodical youth gatherings.

 Help strengthen the relationship of the college with the Evangelical Lutheran Church in America and the college's supporting synods.

 Serve the larger church when opportunities arise: particularly by attendance and participation with area ministries and synodical gatherings.

III. Pastoral

 Provide a ministry of Word and Sacrament to the community. This ministry would include a diverse worship life, preaching, pastoral care, and teaching-learning opportunities.

 Offer a “ministry of presence,” providing meaningful interaction with students, faculty, and staff outside of the chapel walls.

 Supervise a student staff and oversee a variety of religious life groups.

IV. Management

 Participate in formulation of budgets and ensure that the department operates within approved budgetary parameters.

 Ensure compliance with institutional policies and procedures

V. Professionalism

 Maintain a professional image.

 Keep the work environment neat and orderly.

 Maintain a safe environment through adherence to all safety procedures.

VI. Teamwork

 Work as a team player, supporting and assisting other employees.

 Identify and participate in resolution of departmental/institutional problems with continuous quality improvement as a goal.

 Enhance team effectiveness through dependability.

VII. Perform other related duties as assigned or requested.

**QUALIFICATIONS:**

1. Masters of Divinity (M.Div.) or an equivalent seminary degree.

2. Ordination as a minister of the Evangelical Lutheran Church in America or full communion partner with the ELCA (Presbyterian Church USA, Reformed Church in America, United Church of Christ, The Episcopal Church, The Moravian Church, and United Methodist Church)

3. Minimum of three years of parish experience preferred

4. Knowledge, Skills and Abilities

 Considerable independent judgment is required to work independently and make decisions based on precedent and college policy

 Excellent communication skills, both oral and written

 Excellent organizational skills

 Ability to work in a community of diverse denominations and faiths

 Ability to maintain a high level of confidentiality

 Ability to work cooperatively, independently and energetically

**PHYSICAL SKILLS AND ABILITIES:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Individuals may need to sit or stand as needed. May require walking primarily on a level surface for periodic periods throughout the day. Reaching above shoulder heights, below the waist or lifting as required to file documents or store materials throughout the workday. Proper lifting techniques required. Requires good hand-eye coordination, arm, hand and finger dexterity, including ability to grasp, and visual acuity to use a keyboard, operate equipment and read technical information.

**WORKING CONDITIONS:** On location, work is generally performed indoors with ambient room temperatures, lighting and traditional office equipment as found in a typical office environment. May periodically travel to assigned locations.

**CONFIDENTIAL:** Personnel issues, student standing.

**LOCATION:** Pearson Chapel and Mabee Welcome Center, Bethany College

I acknowledge that I have read this job description, understand the expectations of this position, and can perform the essential functions of this position with or without accommodation.