



*proclaiming the belovedness of all students at ECU & PCC  
equipping each to build Beloved Community*

Founded in 1941, Greenville Wesley is the official United Methodist student ministry at East Carolina University (ECU) and Pitt Community College (PCC) located in Greenville, North Carolina. Through worship, fellowship, service, discipleship, and outreach we are proclaiming the belovedness of all students at ECU and PCC and equipping each to create Beloved Community.

As a Christian campus ministry, we believe the community of those who love Jesus Christ is called to be as wide and deep as possible. We seek to grow in our faithfulness to Jesus' call to be that type of community by encouraging inclusion of all students in every level of leadership. This faith commitment applies to all kinds of students as we celebrate the diversity of God's handiwork relative to the breadth and depth of our race, ethnicity, gender, sexual orientation, age, and mobility.

The position of Outreach Coordinator plays an integral role in this work together.

### JOB DESCRIPTION

POSITION: Outreach Coordinator

PURPOSE: To be the primary person charged with the work of reaching and engaging new students largely through outreach, social media, and worship

SUPERVISION:

- The Outreach Coordinator is supervised directly by the Campus Minister.
- The Greenville Wesley Board of Directors will maintain liaison with the Outreach Coordinator and will provide annual review.

**WORKING TERM:** The Outreach Coordinator is expected to work year-round. Because of the natural flow of an academic year, substantial planning is accomplished during the summer months and between academic semesters.

**DUTIES (20-25 Hours per Week):**

- **Student Outreach** (*approximately 10 hours per week*) – In coordination with the Campus Minister and Student Leadership Intern(s), the Outreach Coordinator will create, plan, and implement strategy for GreenvilleWesley’s ongoing and intentional outreach and recruitment to students at ECU and PCC. The Outreach Coordinator is expected to involve currently engaged students for the success of this work. Additionally, the Outreach Coordinator will develop and maintain a database of student outreach contact information and communicate that information to the Campus Minister in a timely fashion.
- **Social Media Management & Growth** (*approximately 5 hours per week*) – The Outreach Coordinator will maintain and grow an active social media ministry presence. Alongside current GreenvilleWesley students and leaders, the Outreach Coordinator will develop a strategic plan for social media usage for ministry purposes. This work includes promoting ministry events and activities, posting spiritually enriching content, interacting and sharing ministry partner content relevant to our mission and vision, and broadly promoting GreenvilleWesley’s vision through our social media presence.
- **Worship** (*approximately 3 hours per week*) – With the Campus Minister and Student Leadership Intern(s), the Outreach Coordinator will regularly participate in leading weekly evening worship (including, but not limited to: speaking, reading scripture, and leading prayers).
- Meet regularly with the Campus Minister and/or Student Leadership Intern(s) for ministry needs and mutual spiritual support (*approximately 1 hour per week*)
- Attend ministry events and programming to maintain relationships with currently engaged students (*approximately 1 hour per week*)
- Additional duties directly relevant to the work of outreach, social media management, and worship as mutually agreed upon with the Campus Minister.

**QUALIFICATIONS:**

- Enjoy and be energized by creating new relationships with others
- Well organized and attentive communicator
- Ability to effectively work in a team environment
- Understand and exercise confidentiality relative to working with young adults

- Demonstrated experience with and effective use of Social Media platforms
- Require minimal supervision and be self-motivated
- Experience working directly with college students, though not required, is preferred

COMPENSATION:

\$15/hr. to \$17.50/hr. (commensurate with experience) and Paid Time Off.

Interested candidates may apply by submitting a resume and cover letter to Rev. Jeremy Benton at [Jeremy@GreenvilleWesley.org](mailto:Jeremy@GreenvilleWesley.org). Applications will be accepted until by 5pm, Friday, April 1<sup>st</sup>, 2022.