



CHRISTIAN UNION

Graduate Ministry Director Job Description Harvard Business School Harvard University—Cambridge/Allston, MA

Organization Background:

The Christian Union was formed in 2002 for the purpose, by God’s power and with the help of other ministries, to change the world by bringing sweeping spiritual transformation to the Ivy League Universities, thereby developing and mobilizing godly leadership for all sectors of society. The ministry is growing fast and is in need of dynamic and energetic Christian leaders desirous of expanding the knowledge of Jesus Christ in the Ivy League. For more information, please see www.Christian-Union.org.

The Christian Union seeks a qualified individual to serve as a Graduate Ministry Director to students at Harvard Business School (HBS). HBS routinely ranks as one of the top business schools in the U.S. It is one of the largest business schools in the world and possesses one of the largest and most influential alumni networks of any institution in the world. Given the high capacity nature of HBS students and alumni, qualified candidates will need to be able to intersect well with dynamic, business-minded leaders and have the presence and experience to command the respect of such individuals.

The ministry director is responsible for overseeing a team of ministry fellows who minister to Christian and non-Christian business school students. The ministry director will also engage in direct ministry with students and therefore needs all the skills and capabilities of a ministry fellow.

University Christian Union Vision

University Christian Union’s (UCU) vision is to see 20% of Ivy League undergraduate, graduate, faculty members and university administrators involved in Christian community, either local churches or parachurch ministries. Given the current number and nature of ministries in the northeast, CU is projecting that about half (10%) of those results will require the resources and staffing of CU.

University Christian Union Involvement Projections

	Undergraduate Students			Graduate Students			Total Number of Students (Undergrad and Grad)
	Students ¹	10% in BC*	# of MF's Needed ²	Students ¹	10% in BC*	# of MF's Needed ²	
Cornell	14,158	1,416	45	6,964	696	22	21,122
Penn	10,301	1,030	33	11,028	1,103	35	21,329
Columbia	8103	810	26	20,118	2,012	64	28,221
Harvard	6,906	691	22	12,367	1,237	39	19,273

Brown	6,133	613	19	1,947	195	6	8,080
Yale	5,322	532	17	6,526	653	21	11,848
Princeton	5,249	525	17	2,610	261	8	7,859
Dartmouth	4,194	419	13	1,950	195	6	6,144
Totals	60,366	6,037	192	63,510	6,351	202	123,876

¹Full-time students, taken from university-specific websites, November, 2012

²Assumes 3.5 Bible courses per MF

*Small group Bible courses (BC)

	Faculty			Administration		
	Faculty ³	10% in Ministry	# of MF's Needed ⁴	Staff ³	10% in Ministry	# of MF's Needed ⁵
Cornell	1,564	156	6	8,081	808	6
Penn	4,246	425	17	12,254	1,225	10
Columbia	3,570	357	14	10,936	1,094	9
Harvard	2,436	244	10	14,069	1,407	11
Brown	713	71	3	2,574	257	2
Yale	3,953	395	16	9,183	918	7
Princeton	859	86	3	5,400	540	4
Dartmouth	1,016	102	4	2,835	284	2
Totals	18,357	1,836	73	65,332	6,533	52

³Full-time faculty and staff members taken from university-specific websites, November, 2012

⁴Assumes approximately 25 faculty per MF

⁵Assumes approximately 125 staff per MF

The Graduate Ministry Director is responsible to lead the charge in achieving these results for HBS. He will report directly to the VP of UCU and work especially close with the COO and President in accomplishing this mission.

	Graduate Students		
	Students ¹	10% in BC*	# of MF's Needed ²
Harvard Business School (HBS)	Approx. 1,900	190	6

¹Full-time students, taken from university-specific websites, November, 2012

²Assumes 3.5 Bible courses per MF

*Small group Bible courses (BC)

In addition to executing current strategies and devising new ones to see 20% of the HBS community involved in some kind of Christian ministry, other Graduate Ministry Director responsibilities and objectives include:

Responsibilities and Objectives:

1. Embrace and Embody CU's Distinctives

A. Seeking God Lifestyle

Recapture biblical Christianity's emphasis on a Seeking God Lifestyle with frequent, fervent prayer; massive intake of Scripture; repentance; humility through fasting; perseverance; promptly obeying the Spirit; and extended times of gathering with fellow believers

- B. Networked and Engaged Leaders
Intervene in the lives of students poised for high influence with transformative spiritual and Christian leadership training to leverage their positions and networks to change culture for Christ
- C. Intellectual rigor
Provide proprietary biblical and Christian leadership development curriculum, renowned guest lecturers and world-class, credentialed faculty to lead students in rigorous intellectual engagement
- D. Organizational Excellence
Honor the Lord, expand the ministry, and serve donors' intentions by maintaining a disciplined ministry model and a culture of strict accountability evidenced by detailed metrics, extensive evaluations, and continuous improvements to maximize ministry impact

2. Lead and Coach Faculty Members

- Coach, train and oversee CU's HBS faculty team to ensure maximum effectiveness of all ministry programs and objectives at HBS
- Provide biblical motivation and instruction to HBS's faculty team as needed
- Ensure health and vitality of CU's faculty team at HBS
- Conduct regularly occurring review meetings to evaluate the effectiveness of ministry programs in order to suggest and implement modifications (mid and end-of-year faculty reviews, quarterly management reviews, summer on-boarding and training review)
- Exercise judgment in solving strategic problems to maximize the team's performance
- Ensure ongoing development and growth of HBS's faculty, especially during summer months

3. Execute Christian Union's Strategic Ministry Model at HBS

- Faithfully implement CU's ministry model on HBS's campus and oversee the effective roll out of this ministry model at each life stage of the ministry
- Achieve all semesterly and annual key indicators
 - Leadership Curriculum Participants
 - Students in Bible Courses
 - Hours of Prayer (each week)
 - Involved New Christians
- Deliver targeted results on other strategic ministry imperatives
 - Ensure proper development and execution of all seeking God activities, especially meeting key indicator goal of weekly hours of prayer
 - Properly execute the roll-out of a leadership curriculum program
 - Recruit and teach students the Scriptures in 12-week intensive small-group Bible Courses and in one-on-one settings
 - Exercise quality control of Bible course content and instruction
 - Share the gospel with students individually, as well as in small and large group settings
 - Sustain the discipline and realization of student involvement and ownership
 - Recruit and coach teams of students to organize evangelistic programs, conferences, speaker series, socials and other events
 - Oversee effective execution of HBS's first year welcoming campaign
 - Drive proper elevation and execution of HBS's leadership lecture series meetings

- Develop a comprehensive evangelistic strategy for HBS, meeting all gospel exposure, decisions for Christ and involved new believer goals
- Impart a comprehensive integration of faith and work, especially applying the Scriptures to strategic business and marketplace issues and practices
- Employ oversight and quality control of mentoring and discipleship activities
- Ensure effective conference recruiting and attendance
- Apply corporate best practices of disciplined yearly, semesterly and quarterly goal setting, tracking and continuous program improvement
- Offer hospitality and friendship to students through meals, parties and other social gatherings
- Create and manage HBS's campus-specific budget

4. Fulfill Cross Functional and Development Responsibilities

- Represent the ministry with alumni and donors as needed
- Attend select fund raising events
- Fulfill the role of President's Council liaison when needed
- Serve as the primary local spokesperson for the ministry, partnering with local ministries and the HBS/Harvard as appropriate
- Facilitate proper correspondence and interaction between HBS faculty and the rest of the organization
- Manage the HBS faculty team to ensure that CU's development team has what they need to cultivate relationships with donors, parents, alumni and other friends of the ministry.

Qualifications:

Christian

- Strong devotion to Jesus Christ, holiness, and a passion to make Him known
- Knowledge of the basics of the faith, as well as the heart and capacity to study and teach complex theological issues
- In agreement with our Statement of Faith and Ethics

Personal

- Proven success in the marketplace
- Adaptable to the culture of an Ivy League school
- Passion for students to know and follow Jesus Christ, and ability to form friendships with graduate students quickly and easily
- Excellent communication ability
- Capable of delegating responsibility to staff and students and coaching them to performance standards
- Quick learning ability to absorb the best practices of the ministry
- Strong teaming skills in order to work well with other ministry fellows
- Tenacity to persevere in a challenging ministry environment

Professional

- Seven years minimum professional experience
- Three years minimum of successfully overseeing a team of employees, leading them to achieve individual and group objectives
- Ability to meet deadlines, and to work independently to complete tasks
- Theological training helpful but not required

Note: Christian Union is seeking a Graduate Ministry Fellow and Director to launch a ministry at Harvard Business School starting this summer (summer of 2013).

Compensation is based on a number of factors and ranges from \$70,000 - \$120,000. This is a full-time paid position, so no individual support-raising required. You will, however, be asked to participate in general fund-raising activities. Interested applicants should send a résumé and cover letter to Opportunities@Christian-Union.org.