

**Kingswood University**  
Sussex, NB, Canada

**Position Title:** Director of Community Care

**Classification:** Full-Time, faculty, twelve months, starting April 1, 2024

**Responsible to:** VP for Academic Affairs

**Purpose:** To serve the undergraduate and graduate student population by directing and expanding the academic and practical experiences of Pastoral Care and Connection.

**Responsibilities:**

- Pastoral Care:
  - Provide oversight to the weekly chapel services, including recruiting and hosting guest speakers and working collaboratively with the Director of Applied Worship, worship teams, and tech team to facilitate a spiritually formative environment.
  - Work with students in a mentoring capacity, assisting them in their Christian character development.
  - Provide pastoral care, counselling, and direction, requiring students' compliance with Kingswood's code of conduct.
  - Provide direction and mentoring for student chaplains.
  - Plan and implement initiatives for transformative Christian hospitality.
  - Assist students in locating a church that is a good fit for them.
  - Introduce aspects of Christian community and faith to interested students.
  - Lead initiatives that introduce the Christian faith and life.
- International Student Liaison:
  - Provide oversight of emergent international needs related to basic living issues and settlement issues.
  - Support student orientation events.
  - Serve as an advisor to the Graduate Student Society (GSS), supporting activities and events aimed at celebrating cultures.
  - Arrange transportation for students from airport to campus for first arrival, as needed.
- Community Care:
  - Teach a minimum of two courses per year, as qualified.
  - Assist with orientation to life in Canada/Sussex.
  - Work closely with the Resident Directors.
  - Assist students in learning about the Kingswood University campus and community.
  - Point students toward job search sites and assist with writing resumes.
  - Encourage interest group options for students.
  - Specifically point students toward Kingswood's mental health support.
  - Participate in University events, including regular chapel attendance.

- Work flexible hours, as required.
- Perform other duties as assigned by the VP for Academic Affairs to accomplish the mission of Kingswood.

**Qualifications:**

- Master's degree preferred.
- Kingswood University degree will be considered an asset.
- International Studies or experience in cross-cultural work or ministry will be considered an asset.
- At least two (2) years of experience in a ministry or counseling position.
- Understanding of and ability to communicate Christian values and beliefs to students.
- Excellent interpersonal, organizational and management skills.
- Strong communication skills (written and verbal).
- Demonstrated problem-solving skills.
- Proven ability to work well with people of various ethnic backgrounds.
- Well organized and able to manage multiple projects at once.
- Adherence to confidentiality and privacy rules.
- Ability to work independently and as part of a team.

**Values:**

- Godly, spiritually mature, fully devoted to Christ and the Church.
- Genuine and evident love for other persons demonstrated by consistent spirit of kindness, compassion, and respect for all other persons, including maintaining a non-intimidating harassment-free work environment.
- Integrity and moral excellence, living above reproach.
- Code of personal conduct consistent with membership commitments for leaders of the Wesleyan Church.
- Commitment to enthusiastically assist in the fulfillment of Kingswood University's mission.
- Commitment to exemplify Kingswood University's core values, including total ownership, prioritizing students, collaborative synergy, growth mindset, enthusiastic engagement, uncompromising integrity, and innovative flexibility.

**General University Information:**

Kingswood University is owned and operated by The Wesleyan Church. Our mission is to serve Jesus Christ by strengthening the local and global church through forming Christ-like servant leaders in a community that creatively blends academic excellence and practical ministry experience with intentional spiritual formation.

Direct resumes to:

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