

Ozark Mission Project

College Staff Job Description

Summer 2023



Dear applicant,

Thank you for considering an exciting and life-changing opportunity in summer ministry as part of the 2023 Ozark Mission Project College Staff team. The mission of Ozark Mission Project is to transform lives through worship, fellowship, and hands-on mission, and we are grateful for your interest in being a key part of a life-changing summer as a member of our College Staff team.

In the summer of 2022, our College Staff team built relationships with almost 200 neighbors and hosted close to 500 community builders across 10 communities in Arkansas. Collectively, they oversaw the completion of 61 wheelchair ramps, 41 painting projects, 100 small construction projects, and tons of yardwork, power washing and other minor projects. Because of their commitment, we were able to be ALL IN for mission work around Arkansas and the impact went deeper than the almost 300 projects completed. Their commitment was a part of transforming lives. And we are dreaming even BIGGER for Summer 2023. We're asking you to consider your role as part of God's MASTERPIECE!

To be considered:

- Complete the online application found at: ozarkmissionproject.org/college-staff
- Ensure one professional and one personal reference (outside of family) are received online
- Attend a scheduled interview (dates communicated to you once your application is received)

Please read and be familiar with the College Staff Job Description. Familiarity with the job description will help you better complete the application and will be crucial during the interview process. Please come prepared with any questions you may have about the organization or the position for which you are applying.

If you have special talents, gifts, or interests that you feel could benefit Ozark Mission Project in some way and are interested in applying for a specialized internship, please fill out our College Staff Application and answer the questions related to this opportunity accordingly. We will be in touch individually to discuss these details more.

Ozark Mission Project is completely supported by donations and depends on funding from individuals, companies, and community partners. As part of the College Staff mission experience, each College Staff member has a goal of raising \$1,200 for project materials before summer begins. OMP will assist you with ways to reach this goal should you be hired. The Adam Whiteman Scholarship is available to individual College Staff and provides a minimum amount of \$250 towards the amount College Staff are expected to raise. Scholarship information is available on the OMP website (ozarkmissionproject.org).

Ozark Mission Project is an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, disability status, protected veteran status or any other characteristic protected by law.

Ozark Mission Project is a drug-free workplace. All offers of employment at OMP are contingent upon clear results of a thorough background check and sex offender registry check. These checks will be required for all final candidates.

Our promise to you is to prayerfully consider all College Staff applications received. We ask you to consider carefully and prayerfully applying for this position. If at any time you have questions or concerns, please contact Jules Anderson at the Ozark Mission Project office: 479.212.8017 / janderson@ozarkmissionproject.org

We look forward to hearing from you!

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College Staff Job Description

Summer 2023



TITLE: Summer College Staff

ORGANIZATION GOAL: To equip and empower our college staff to make a global difference as disciples encouraging disciples.

OVERVIEW: College Staff serve as a dynamic part of our leadership team at each location and are responsible for overseeing the overall experience of the mission week for community builders, neighbors, and community partners.

AUTHORITY: College Staff are employees of Ozark Mission Project and carry the authority and responsibility of being representatives of the organization. During mission weeks, College Staff report directly to the Mission Week Director, but as employees, College Staff report to the Director of Programs and CEO.

RESPONSIBILITIES AND EXPECTATIONS:

- Keep Christ at the center of the mission week and maintain personal devotion with God
- Be present. Not just physically, but emotionally and spiritually for the work being done and for the team
- Enforce and maintain care of our community partner spaces (host churches, shower houses, etc.)
- Be responsive to the needs of the overall mission, understanding that your role may look different week to week
- During Prep Week:
 - Work with Leadership Team to set the mission week up for success
 - Determine the schedule of projects and overview of the week
 - Communicate effectively with Leadership Team to coordinate assistance needed during week
- During Mission Week:
 - Build relationships with community builders, neighbors, volunteers, and community partners
 - Be available and responsive to each of your assigned Family Groups
 - Oversee the completion and quality of work on each project for your family groups
 - Guide the schedule of the day from morning wake up through lights out
 - Coordinate and assist as needed with nightly programming and worship
 - Complete all mission week close-out tasks

*This list is an overview and not a comprehensive list of responsibilities. Expect other duties as assigned.

REQUIREMENTS:

- Have a vehicle with proper registration and insurance
- Be 18 years or older and at least one year removed from high school graduation
- Obtain a CPR certification prior to April 1st, 2023
- Submit all required application materials
- Pass a thorough background check and sex offender registry check
- Be available to work on all work dates and participate in all required training.

WORK DATES:

Training: February 4th, 10:00 am-3:00 pm

College Staff Training: June 1-7, Little Rock,

Week 1: June 11 – 16 (Prep Week: June 8-11)

Week 2: June 25 - 30 (Prep Week: June 22-25)

Week 3: July 9-14 (Prep Week: July 6-9)

Week 4: July 16 – 21 (Prep Week: July 13-16)