

**Chaplain-in-Residence Position Description  
Office of Campus Ministry  
Georgetown University**

**Position:** Chaplain-in-Residence, Office of Campus Ministry

**Responsible to:** Director of the Chaplains-in-Residence Program

**Statement of Purpose:**

The Chaplain-in-Residence position at Georgetown University is a 12-month, part-time (average of 10 hours per week) volunteer position for a religious or lay minister living in a University residence. Working for the Office of Campus Ministry in collaboration with the Office of Residence Life, Chaplains-in-Residence actively support and promote the spiritual, intellectual, personal, and social development of resident students.

**Duties and Responsibilities:**

1. Participates in the University "Safety Net" for students in crisis, as referred by the Director of the Chaplains-in-Residence Program;
2. Supports Residence Life staff (Resident Assistants and Hall Directors) by regularly attending weekly meetings and programs, and by reaching out in times of need;
3. Offers regular pastoral presence and availability to students in the residence hall;
4. Offers programs for students, both of a social and spiritual or religious nature;
5. Supports and promotes the overall mission and ministry of the University, including its unique Jesuit heritage;
6. Provides a safe, welcoming, hospitable place for all students, especially those who might feel marginalized (such as LGBTQ students and economically disadvantaged students);
7. Attends Chaplains-in-Residence Program orientation, retreats (two per year), and monthly meetings, as well as monthly one-on-one meetings with the Director of the Chaplains-in-Residence Program;
8. Commits an average of 10 hours per week of service;
9. May serve (as an option, not as a requirement) as the "Chaplain-On-Call" for the University during non-business hours.

**Qualifications:**

1. Master's degree in Divinity, Theology, or Pastoral Studies, or comparable experience and/or training (graduate students currently enrolled in these degree programs also will be considered);
2. Previous ministry experience required; supervised ministry or the equivalent strongly preferred;
3. Excellent pastoral counseling skills;
4. Excellent interpersonal and communication skills;
5. Commitment to serving students of all faith traditions and/or no faith tradition;
6. Aptitude for dealing with confidential and sensitive issues;
7. Ability to work independently as well as collaboratively;
8. Understanding of and commitment to Georgetown's Jesuit, Catholic University mission;
9. Commitment to growing in one's own religious and spiritual life and comfort in sharing one's own religiosity and spirituality with students, staff and faculty.

**Requirement:**

1. Must live in an assigned University residence. The housing is provided at the University's expense.

Interested applicants should submit a resume and cover letter to:

Michelle Siemietkowski  
Director, Chaplains-in-Residence Program  
Office of Campus Ministry  
Georgetown University  
Washington, DC 20057-1250

Applicants may also email resumes and cover letters to Michelle Siemietkowski at: [siemietm@georgetown.edu](mailto:siemietm@georgetown.edu). Applicants may also feel free to direct any questions to Michelle Siemietkowski via email or phone (202-687-4731).

The cover letter should describe why you wish to be a Chaplain-in-Residence at Georgetown University and how you would contribute to the Chaplains-in-Residence Program.

The University will begin reviewing applications immediately and will continue the review on a rolling basis. Individuals chosen as Chaplains-in-Residence should plan to begin their volunteer services for the 2009-2010 academic year on or around August 1, 2009.