

2017-2018 Missions Conference Coordinator Application

Commitment required of all Coordinator positions:

- 6 month commitment: An average of about 6-12 total hours a week.
 - Volunteer-based during both the Fall and Spring.
- Coord Meet and Greet September 26th 9-10pm.
- Weekly meetings with all MC Staff: 9-11pm on Sunday nights.
- Saturday work days during the Spring 9am-1pm.
- Weekly meetings with all “MC CORE” (Directors and all Coordinators): Up to two hours.
- Weekly one on two meetings with one Director & Co-Coordinators (alternating directors each week).
- Attendance on two retreats: Coordinator Retreat: September 29th-October 1st & Staff Retreat: October 29th .
- Set-Up (the Tuesday before Conference).
- Attendance at the Conference: March 14-16th.
- Clean-Up (the Friday of Missions Conference).
- Debrief Coordinator Retreat: TBD.
- Application due: September 15th by 3pm (hard copy) in the SMU office
 - Please include your weekly schedule (include all classes, work, or extracurricular activities)

If you have any questions about the application please email Steph at smu.recruit@biola.edu

Please type all answers.

Name: _____ Student ID: _____ Phone: _____

Year: _____ Major: _____ Email: _____

Units this semester: _____ Next semester (Estimate): _____ Mailbox number: _____

Involvements outside of your normal course load (i.e. job, sports team, other ministries, etc.) and hours per week you commit to each activity?

1. What positions are you interested in? Why?
2. What experiences have you had in the past that enable you to serve in the position you are applying for? Make a list.
3. Please briefly share about your relationship with the Lord. Hit the highlights: how and when it began, some of the significant things you’ve learned about Him along the way. What is God teaching you right now?
4. What personality types do you work best with?

5. What characterizes a good team? What do you expect from a leader? What do you expect from yourself?
6. How do you see yourself as a leader? List 3 strengths and weaknesses.
7. Share with us a scripture verse that has impacted your life recently and why.
8. Why are you personally concerned about missions?
9. What is your usual mode of conflict (problem-solver, forcing, sharing, withdrawal, smoothing)? You can answer this question by briefly sharing a story.

Additional Questions: (These questions are solely for the purpose of creating team dynamics and will definitely not be used against you in the interview process.)

Can you drive? (Do you have a car on campus?):

Do you consider yourself to be more Type A (Driven) or Type B (Laid-back)?

What are your Myers-Briggs type and/or Strengths Finder?

References:

Please provide contact information for the following references (i.e. their name; relationship to you, the applicant; email; best phone number to reach them at)

- 1.) Personal Reference
- 2.) Pastoral Reference

Academic Standing:

Please print out your unofficial transcript from my.biola and include in your application.

STUDENT MISSIONARY UNION

Community Standing Form for SMU Staff Members

I _____ waive the right for the Director of Student Programming to check my community standing with Student Development. I understand that I am not an eligible applicant until my good community standing has been confirmed. I further understand that my appointment to office is conditional upon meeting the requirements for both good academic and community standing at the conclusion of the Spring 2017 semester.

Applicant's Signature _____ Date _____

2017-2018 TRAINING & MEETING AGREEMENT

I, _____ understand that I am to be available for ALL of the following dates and am willing to move my schedule around to accommodate the dates that are TBA:

- 6 month commitment: o An average of 8-12 total hours a week in the fall and an average of 12-15 hours in the spring
 - Volunteer based during the Fall and Spring
 - Weekly meetings with all MC Staff: Sunday nights from 9-11pm
 - Saturday work days during the Spring 9am-12pm
 - Weekly meetings with all “MC CORE” (Directors and all Coordinators): Two hours weekly
 - Weekly one on two meetings with a Director & Co-Coordinator: One hour weekly
 - Attendance on two retreats: Coordinator Retreat: Sept 29th-Oct 1st
 - Staff Retreat: October 29th from 4pm-8pm
 - Preparation before Conference
 - Attendance at the Conference: March 14-16th , 2018
 - Post Conference Clean Up
 - Post Conference Event
 - Debrief Coordinator Retreat