



NEWMAN CENTER COUNCIL APPLICATION FORM 2019-2020

Applications are due Monday, May 6, 2018 at 7pm. Please submit a hard copy to Roberta Seibert or Monica Zuchelli.

The Newman Center seeks to empower and form disciples for service to the Church and world. Each year, volunteer student leaders assist in the creation, planning, and implementation of programming across a range of ministries.

Name: _____ E-Mail: _____

Phone: _____ Degree Program/Major: _____

Other campus involvement: (work, clubs, organizations): _____

D.O.B: _____ Year in School: _____ Expected Graduation: _____ Cumulative GPA: _____

APPLICATION REQUIREMENTS:

1. Academics: You must be a currently enrolled student in good academic standing.
2. Supervision: As a Council Member, you will report to the Diocesan Director and Program Director, working in conjunction with Student Officers.
3. Commitment: The term is for one full academic year

TO APPLY:

1. Please fill out this application form in its entirety.
2. Review specific responsibilities of the ministry for which you are applying, as outlined on the final page of this application.
3. Attach a brief summary of your spiritual journey to this point and how you hope to grow in your Catholic faith as a Council Member.
4. Include your evaluation of the programming at Newman and create a plan of action that will bring Newman and your prospective ministry to the next level.

STUDENT OFFICER: Would you be interested in applying to be a student officer? Y / N

If so, indicate top two preferences.

___ President ___ VP ___ Secretary ___ Outreach
___ Communications ___ Treasurer ___ Program Development

Indicate the overall three positions you are most interested in with a 1, 2, and 3.

___ Publicity ___ Social ___ Retreat ___ Service & Social Justice
___ Liturgy/Prayer ___ Facilities/Hospitality ___ Music ___ Ad Patrem
___ Gratia Plena ___ Ministerio CaFÉ ___ APAC ___ Freshmen Foundations
___ Grad Group ___ Intramural Sports

OUR MISSION

The Newman Catholic Centers empower college students to form authentic Christian community, celebrate the diverse expressions of their Catholic faith, and discern their vocation as disciples of Jesus for the Church and for the world.

A SPIRITUALITY OF JOY

As alleluia people, who celebrate the presence of God's love in our lives, we make it our duty to share our joy and our hope with others.

A SPIRITUALITY OF GRATITUDE

We strive to be grateful for all aspects of life, the good as well as the bad, the moments of joy as well as the moments of sorrow. Through all of our life experiences we trust that we will see in it the guiding hand of our loving God.

A SPIRITUALITY OF TENDERNESS

We learn to love and live relationally in the Church, we believe this is expressed through loving tenderness, patience, and mercy.

COUNCIL EXPECTATIONS

Work with student officers to facilitate programming at the Davis Newman Center. Chairs will attend weekly council meetings, and once a month all of council will meet. As a committee, you will meet weekly to plan your events. Help with the upkeep and cleaning of the facilities. In addition, you may be asked to assist with Newman Nights, tabling, and other general events like retreat and Mass. Finally, maintain a healthy and active spiritual life through prayer, Rosaries, Mass, and Holy Hours.

MINISTRIES

Publicity

Publicity is responsible for representing the Newman Community through new media platforms, creating an online and on-campus presence. Other responsibilities include designing merchandise as well as documenting events and activities via photography and videography.

Service and Social Justice

Service and Social Justice (SSJ) is responsible for recognizing the spiritual and corporal needs of the Davis community and the world. Focusing on putting faith into Action, SSJ will coordinate 1 service project a quarter as well as assist various Newman ministries in planning their own service project.

Social

The Social Committee is responsible for planning and coordinating Welcome Week, feast day and holiday celebrations, and spontaneous social events in order to foster friendship within the larger student community.

Liturgy/Prayer

Liturgy is responsible for coordinating and facilitating all Newman liturgical services. This includes 9pm Student Mass, Mass on campus, and special liturgies such as Ash Wednesday, Baccalaureate Mass, Retreat Masses, Christian Unity Service, and Eucharistic Adoration services. In addition, leaders are responsible for recruiting, training, and scheduling liturgical ministers.

Music

Music is responsible for planning and providing music for all student-led liturgies and prayer services, including: Masses (Student Mass at St. James, on-campus Mass, Ash Wednesday Mass, Baccalaureate Mass), STREAM, praise and worship for retreats, and Christian Unity Service. As part of preparation, leaders must plan and conduct rehearsals, build the musical skills of members, and develop the musical culture of Newman.

Retreat

Retreat is responsible for planning and facilitating Fall, Winter, and Spring retreats. This includes creating a new and original theme, booking retreat venues, scheduling speakers and clergy, and delegating retreat-specific tasks to team members.

Facilities/Hospitality

The Facilities/Hospitality committee is responsible for maintaining the grounds of the Newman Center, as well as providing hospitality to the Newman Community which includes preparing meals, maintaining Newman center inventory, and ensuring general upkeep of facilities.

Ad Patrem- *“Always with a brother’s kindness..”*

Brothers in Christ in mutual pursuit of authentic Catholic masculinity.

Gratia Plena- *“Come as you are..”*

Exists to bring Sisters in Christ together to be faithful servants of God’s love.

Freshmen Foundations- *“Upon this Rock..”*

Accompanying and forming the spiritual lives of incoming freshmen.

Grad and Young Professionals Group- *“Salt and light..”*

Forming leaders young professionals through dialogue, study, and fellowship.

Ministerio Café- *“Unidos y distintos”*

Together we celebrate the unity of culture and Catholicism.

Faith Formation- *“Faith Seeking Understanding..”*

We joyfully proclaim and grow in the Good News of Jesus through study, faith sharing, and authentic dialogue.

APAC (Asian Pacific American Catholic)- *“For He called us friends..”*

We have come to serve not to be served..

Intramural Sports- *“Persevere in prayer. Train in virtue”*

Building fellowship and communicating the gospel through sports and friendly competition.

2019-2020 Newman Student Officer Responsibilities

General Responsibilities

- Responsible for working with the Director and Program Director on the vision, mission, goal setting, and evaluation of the Newman Center activities
- Participate in Newman nights, retreats, student Mass, and other special events.
- Maintain a healthy and active spiritual life, especially through Mass, Rosaries, Holy Hour
- Responsible for assisting Director and Program Director with Council Retreats, Leadership trainings, and as requested to ensure programming runs smoothly
- Responsible for supporting and collaborating with other Council members on projects and programs
- Responsible for delegating the planning of Newman Night to a committee or committees and supporting whichever committees they are assigned to
- Responsible for attending Executive Committee meetings
- Responsible for completing a background check and Shield the Vulnerable Training and Release of Liability
- Responsible for attending Diocesan wide Newman Center leader trainings in August 2019
- Share delegated authority with Campus Director and Program Director
- Responsible for organizing amongst one another who will open and lock up for events
- Responsible for holding office hours during the week in order for students to come to Newman Center during non-programming hours
- Ideally spend between 10-12 hours responding to respective duties with committees at the Newman Catholic Center.
- Must have Senior or Junior standing

President: Pastoral, Evangelical, and Encouragement Charism

- Being a positive model of Newman leadership through joy, gratitude, and tenderness.
- Schedules and runs weekly officer meetings
- Be aware of campus life and campus realities in the context of the mission statement at the Newman Catholic Center
- Attend St. James staff meetings
- Assign committees to lead opening prayer
- Work with director and program director to ensure Newman's mission statement and mission
- Assist Director and Program Director with Council Retreats, Leadership trainings, and as requested to ensure programming runs smoothly

Vice President: Evangelization Charism

- Work with the president to ensure that all ministries and people feel welcome
- Develop relationships with council chairs and advocate for the needs of the community
- Responsible for organizing Welcome Week in collaborating with Publicity/Freshmen Foundations/Hospitality/Social committees
- Attend CSI meeting and renew registration for Newman Catholic Center in the spring
- Step in to assist the president in any way needed

Treasurer: Faith and Administration Charism

- Prepare donation jar and Clover for fundraising activities
- Lead fundraisers and appeals, budgeting
- Coordinate with Campus Director and Program Director for budgeting for events
- Count revenue from fundraisers
- Create spreadsheets for expenses of each committee and sending to director
- Write letters for Winter Advent and Easter appeal
- Announce Parish, Easter appeals
- Reserve rooms with Saint James or respective venue for fundraisers
- Collaborate with Publicity for promotional products
- Collaborate with Program Development for Fundraisers, including the annual Newman Showcase

Secretary: Administration Charism

- Work closely with Director as an administrative assistant
- Reserve rooms for on campus events such as Student Mass via Conference and Event Services
- Record attendance for all Newman events
- Take notes for council and executive meetings. Archive them in Google Docs
- Invite and manage new council members on Slack
- Send out mass messages to council and executive committee
- Organize incoming mail
- Responsible for delegating thank you letters

Outreach: Evangelization and Faith Charism

- Attend monthly Interfaith Campus Council and University Religious Council meetings
- Outreach and lead collaboration efforts with Newman Centers at Sacramento and Chico
- Connect with on-campus organizations
- Make announcements to other multicultural organizations to increase communication between Newman and UC Davis organizations
- Organize carpools with Freshmen Foundations

Communications: Evangelization and Administration Charisms

- Maintain internal communication within the Newman network
- Assists in the development and implementation of communications that increase awareness of Newman Center programming for students at UC Davis
- Manage student social media efforts, including Facebook, Instagram, Twitter, YouTube, blog and related applications.
- Works with Publicity to advertise and prepare promotional materials, take photos and create slideshows, update bulletin board of student events.
- Work with staff to generate copy for our website and create videos for welcome week and promotional materials for Catholic high schools
- Responsible for sending out weekly newsletter and adding students to listserv
- Maintain communication with Newman Alumni to invite them to open Newman events and fundraisers

Program Development: Administration and Evangelization Charisms

- Supporting Fellowship ministries in planning and executing creative programming.
- Following the model, GEARS (Gather, Evangelize, Activate, Remember and Send), program development will facilitate collaborative dialogue between leaders in order to create fruitful events.
- Organizing committees to run Newman Nights
- Working with Social to implement Welcome Week and Showcase
- Facilitating other events that may need assistance