

Catholic Campus Ministry at Hampden-Sydney College  
Leadership Team

**FAITH FORMATION**

**Description:**

The Faith Formation Chair oversees and acts as a resource for all ministries within CCM directly pertaining to the enhancement of students' spiritual lives. The goal is not to host the most events; you want to host quality events that will deepen a student's relationship with Jesus and their relationships with other people.

**Duties:**

1) Events

a) Small Groups

- i) Work with the staff to discern small group leaders for upcoming year
  - 1) The Faith Formation Chair can be a small group leader if desired
- ii) Work with the small group leaders before and during the semester to help to set the small group schedule
  - 1) small group sign-ups, small group launch week, end date per semester
- iii) With staff, plan at least one small group leader training at the beginning of each semester
- iv) Plan and lead small group leader meetings at least once per month
- v) Organize small group sign-ups each semester along with the small group leaders. Ideas include:
  - 1) Assign a speaker to make a small group announcement at Masses
  - 2) Contact those interested in being part of a small group

b) Tuesday Night Dinners

- i) Work with ministry staff and CCM president to arrange for speakers, making sure that all speakers are approved by the diocese
  - (1) Speaker ideas include those in our community, those in religious life, those from campus, etc.

c) Retreats

- i) Fall Retreat (in conjunction with Longwood Faith Formation Chair)
  - (1) Work with the staff and CCM president to create a retreat theme, talk outlines, and coordinate needs for Fall Retreat (small group leaders, talk givers, themes, advertisement, etc.)
- ii) Mini-Retreats
  - (1) Coordinate a mini retreat in the spring semester (e.g. Lent retreat)

d) Diocesan Programs

- i) Promote awareness among students, advertise, and encourage students to attend diocesan events
  - (1) Encounter with Christ, Women's Retreat, Duc in Altum, and the VA College Summit

2) Campus Outreach

- a) Organize an outreach activity with CCM President/Fellowship Chair each semester to reach out to campus
  - i) Examples include: first day of school cookies, handing out Easter eggs, etc.

3) Welcome Week

- a) All Leadership Team members will participate and lead Welcome Week activities

4) Administration

a) Meetings

- i) Attend all Leadership Team meetings unless significant circumstances intervene
- ii) Attend Leadership Retreat

c) Publicity

- i) Be sure photos are taken at events and sent to the Communications Chair