



The Partnership

Samaritan Ministry of Greater Washington (SMGW)

Job Description: *Partner School Representatives*

February 2014

Overview

Partner School representatives are organizational leaders on behalf of both their school and SMGW; they are “community organizers” in their school communities. As such, they serve as catalysts for engaging the time, talent and treasure of their school as well as the time, talent and treasure of SMGW for the shared, transformative work of ministry. The partnership as a whole includes parishes as well as schools and, potentially, other ministry organizations. A Partner School Rep is one among many “Partner Reps” who gather 6 times per year in the Partner Council to reflect on their leadership role and to share insights and information with other partner reps from other parishes and schools, as well as SMGW staff. The role involves collaborating with other leaders in their school which includes but is not limited to their chaplain-advisor (and any additional student leader if one is identified) other school staff and faculty, as well as parents. The role also involves collaboration with key leaders at SMGW, including but not limited to the paid and volunteer staff and leaders from the Partner Committee. While there are many aspects of the partnership that all partners share – such as representing their parish or school at key SMGW events and engaging the time, talent and treasure of their parishes – the touchstone for each partner is a discerned “covenant for partnership” that reflects their school discerned interests and goals for engagement.

Qualifications

Partner School representatives are –

- Members in good standing of a Samaritan Ministry “partner school,” meaning active members of a partner school that is in covenant with us through their offering of time, talent and treasure. Being in covenant does not mean perfection, but a basic commitment to be in covenant.
- At least in grade 6, but ideally in high school if that is an option. If the option is there, it is ideal to have one “senior” rep and one new rep, in other words to stagger the 2-year terms. Schools may have up to two reps, in addition to the chaplain-advisor.
- “Fit” and “called” to this ministry. “Fit” means that you bring the basic tools and talent to effectively do the work of engagement. “Called” means that you have passion and interest in doing it; this is not a ministry that anyone should do out of a sense of obligation! Discerning both is something you do in conversation with your chaplain-advisor as with the ED and other staff of SMGW.
- Recommended or approved by their chaplain advisor. While the chaplain may or may not make an appointment *per se*, s/he needs to at least approve it . . . along with your parents!
- Committed to serving at least a 2-year term as a Partner School Representative. Note that you don’t have to be sure of your plans for 2 years, just that you’re committed to serving for that period, all things being equal. You may renew that term one more time after that term or step down as discerned by you, your clergy and SMGW leaders, just as occurred in the original appointment.



Expectations/Responsibilities

- Understand the basic mission, core values, history and program of SMGW in such a way that you feel comfortable speaking in basic terms of what we do, why we do it and how it engages and benefits your parish and vice-versa. This includes both the basic work with program participants as well as the parish partnership (Both basic orientation in the beginning and training in May- June) is part of this process).
- In partnership with SMGW staff and appropriate others, to engage your school leaders in discerning what you want “partnership” to look like in your school (or what it looks like presently and build on that), the result being a the “covenant for partnership” between you, Samaritan Ministry and other partners.
- In partnership with SMGW staff and appropriate others, to develop a plan/calendar for organizing your school engagement, then to implement your plan around the various opportunities for shared ministry through the partnership, whether individual volunteer opportunities/workshops (e.g., service learning classes or “urban experience”) or partner-wide events (e.g., “Empower the Homeless Campaign events) or in between. This includes but is not limited to recruiting *other* partner leaders for events, campaigns, drives or other aspects of your partnership with SMGW. With the help of SMGW staff, ensuring that critical communications make it into school announcements and newsletters, e-blasts and websites.
- Sharing your school’s needs and interests as they relate to the mission of your school as well as the mission of SMGW, always asking the question: “How can SMGW support your outreach/volunteer engagement/field educational goals at _____ School.
- In partnership with SMGW staff and your advisor, to facilitate both the scheduling and design for a “Samaritan Ministry Chapel” at least every two years.
- Regular meeting and communication with SMGW staff and other partner leaders. This includes but is not limited to (a) attendance the Parish Council meetings (6x/year) which includes the January SMGW Annual Meeting and an annual training session; (b) an annual sit-down with the ED or other staff mentor to reflect on how the partnership is going for your school.
- In partnership with SMGW staff, to work with other appropriate partner leaders to secure your school’s annual financial contribution of “treasure” to SMGW. There is no set amount to give, only that your school does give.
- Contribute, as you are able, to SMGW as part of your own financial stewardship.
- Consider serving on at least one of the various standing committees (Program, Development, Finance or Partners). For school reps, this is strictly a function of your own interest and is entirely up to you!
- In partnership with SMGW staff, to organize participation in SMGW fundraising events, including but not limited to the annual Gala, Empower-the-Homeless Campaign, and Next Step Breakfast. This includes your own participation!

Interested in serving as a Partner School Representative in your school?

Contact: ED David Wolf (dwolf@samaritanministry.org)