

**Georgetown University
Office of Campus Ministry
Residential Ministry
Application Instructions, 2017-2018**

We are pleased that you are considering applying for Residential Ministry in the Office of Campus Ministry at Georgetown University. The application process is intended to be an opportunity to review your pastoral education, formation, training, and professional ministerial experience. We are happy to answer any questions you may have; simply call or email Rev. Jonathan Rice, Director of Residential Ministry, at jonathan.rice@georgetown.edu.

If you are interested in applying to be a Chaplain-in-Residence for academic year 2017-2018, please submit an application by January 25, 2017 at 12pm. Applications received after January 25, 2017 will be reviewed on an as-needed basis.

Once applications have been submitted, a selection committee will review applications and will interview top candidates. Accepted applicants can anticipate moving onto Georgetown's campus in July. Orientation and ministry will begin in August.

Please refer to the Chaplain-in-Residence position description on Georgetown University's Office of Campus Ministry website (search "Residential Ministry") for a description of qualifications, duties and responsibilities of a Chaplain-in-Residence at Georgetown. Please review the checklist below to ensure that you have submitted all required application materials. All application materials may be uploaded as indicated on the website, or mailed to Rev. Jonathan Rice, 113 Healy, Office of Campus Ministry, Georgetown University, Washington, DC 20057-1250.

1. Cover letter describing how you would contribute to Residential Ministry at Georgetown University and how you would benefit from serving as a Chaplain-in-Residence or Jesuit-in-Residence; please refer to the Position Description found on Georgetown University's Campus Ministry website;
2. Resume/Curriculum Vitae;
3. One letter from an official in your faith tradition confirming that you are a member in good standing in your faith tradition;
4. While we are happy to consider applicants with families, we have limited chaplain apartments available to accommodate families. If you have a spouse and/or family member(s) who plan(s) to live with you, please provide a brief essay addressing the roles your spouse/family member(s) will play in the life of the University, including but not limited to how your spouse/family member(s) will interact with students, staff, faculty and other members of the University community and how your spouse/family member(s) will enrich the University's mission and goals.