

# Forums Program Coordinator

The Veritas Forum is a fast-growing, strategic ministry that partners with Christian thought leaders, professors, campus ministries, and students to engage universities and the broader public with the ideas that shape our lives. The Veritas Forum puts the Christian faith in dialogue with other beliefs and invites participants from all backgrounds to start conversations that matter.

Veritas has several programs, but our flagship initiative is Veritas Forums, high-profile university events that engage students and faculty from a range of worldviews. Our Forums feature dialogue marked by rigor and respect around life's big questions and the relevance of Jesus Christ to those questions.

The Forums Program Coordinator will help lead Veritas's University Forums and related activities at campuses across the country. He or she will work closely with the Vice President of University Partnerships, other Veritas staff, student teams, and advisors. Regular travel to campuses is required, and all costs will be covered. This is a permanent, full-time position, but the role can be structured as a one- or two-year commitment for the right candidate.

## Key Responsibilities

In addition to participating in the broader strategic and operational work of Veritas as needed, the Forums Program Coordinator has responsibilities in the following specific areas:

### **Mobilize campus partnerships and help lead 15+ forums per year**

- Work with the Vice President of University Partnerships to set goals and develop strategies to support high-quality Forums on partner campuses
- Lead team development and event execution of Veritas Forums on 15+ campuses
- Continue to cultivate strong, trust-based relationships with campus ministers and students on their campuses and, where appropriate, regional staff
- Act as an engagement “consultant,” guiding the campus team’s decisions on engagement approach, outreach strategy, and Forum components (e.g., presenters, topics, formats) that will best serve their campuses
- Help develop resources and improve processes to better support campus teams
- Opportunities may also include:
  - Video production
  - Utilizing AI software
  - Supporting grant management

### **Support a positive team culture at Veritas**

- Be a team member. Collaborate with Forums team members on a regular basis. As needed, you’ll serve your colleagues in other program areas (e.g., Scholars, Media, Augustine Collective, Development, etc.)

with a positive and problem-solving attitude. You'll complete additional duties as identified and assigned.

- Own your outcomes. You'll be a self-motivated self-starter who sets clear goals, anticipates problems, perseveres, and holds yourself accountable.
- Get better every day. You'll welcome the gift of redemptive feedback, never settle in your quest to grow and develop, and make our organization stronger.
- Commit to your role. You'll dive in every day on the role and job description you've been hired for, which should match your passions and skills

## Work Experience & Skills

### QUALIFICATIONS

A qualified applicant should have:

- *A mature Christian faith* grounded in the regular disciplines of Bible study, prayer, and fellowship with other believers in the context of a local church, and a mature and growing faith evidenced by the fruit of the Spirit in your life.
- *College education.* A bachelor's degree (at minimum) is expected.
- *Relevant experience.* The ideal candidate would already have some experience in program management, campus ministry, volunteer coordination, and/or event planning/production.
- *Applicable skills.* Demonstrate (a) administrative or program leadership experience within the higher-education, non-profit, or business sector, (b) excellent written and verbal communication skills, ability to inform, coach, and cast vision to students, faculty, and colleagues, and (c) ability to be self-directed, prioritize, and lead a team towards defined goals and outcomes.
- *Healthy relationships.* Have a track record of cultivating trust-based relationships that allow him/her to influence and mobilize students, colleagues, and partners.
- *Love for the university and outreach*
  - Enjoys working in a fast-paced, mission-driven, performance-oriented culture.
  - Appreciates a depth of understanding of the mission of Christian thought on university campuses.
  - Experiences deep passion and drive around mobilizing campus partners for high-impact events that serve large, broad, worldview-diverse audiences.
  - Has a passion to equip college students to serve and shape the culture on their campuses through the gospel.
- *Enjoys frequent travel.* Ability to travel up to 15–20% of the year for event planning and to work closely with Veritas partners.

Terms: This role reports to the Vice President of University Partnerships and is fully remote. Compensation is commensurate with experience.

# Position Overview

Status | Full Time

Location | United States — Remote (Eastern Time work hours)

Travel Requirement | Expected travel to Forums in addition to 10 days each year for Veritas national events and training

## Benefits & Compensation

The Veritas Forum offers benefits and compensation commensurate with experience and competitive with other nonprofit organizations.

## To Apply

Interested applicants can apply [here](#). If you have any questions, please email us at [jobs@veritas.org](mailto:jobs@veritas.org).

## About Veritas

The Veritas Forum partners with Christian thought leaders, professors, and campus fellowships to support the intellectual credibility of Christianity in the university and the broader public sphere. Veritas is propelled by an ambitious vision to see universities become places where the big questions asked by students are not the reason they lose their faith, but the reason they find it.

Driving this vision are three core pillars of work: campus dialogue, community formation, and content engagement. We come alongside students, faculty, and campus ministers to help create Forums on university campuses around the world that invite intellectually curious students and scholars to explore life's big ideas. In support of this work, we connect, form, and train networks of students and faculty leaders who carry on the conversations through journals and scholarship, and we extend the conversations to global audiences through digital media.

The first Veritas Forum took place at Harvard in 1992. Today, nearly 200 universities across the United States, Canada, Europe, and Asia have hosted Forums, which have engaged over 800,000 students, faculty, and university community members.

## Our Name

“Veritas” is the Latin word for truth—and a word commonly found in university mottos; it refers to our belief that truth can be sought and found. “Forum” refers to our commitment to creating spaces where ideas can be openly shared and discussed.

## Our Beliefs

We are grounded and motivated by the historic Christian faith that seeks to love God and neighbor. We affirm the Nicene Creed and are ecumenical and invitational in our approach.