

University of Dubuque  
Student Employment Opportunities

JOB TITLE:	PULPIT SUPPLY/PLACEMENT
Department:	Seminary Field Education and Placement Office
Location:	Severance Hall – Office 123
Supervisor:	Rachel Vander Broek Sue LeFeber, Alternate
Phone Number:	589-3115
Email:	<a href="mailto:rvanderb@dbq.edu">rvanderb@dbq.edu</a>
Job Responsibilities:	<ul style="list-style-type: none"><li>• Respond to inquiries from congregations and coordinate pulpit supply for area churches utilizing seminary students and faculty. Also, will be responsible for posting ministry opportunities on the website, Moodle and bulletin boards. Must have good communications skills, be well organized and have computer experience. 5-10 hours per week.</li></ul>
# of Positions:	One