



## **JOB DESCRIPTION**

### ***Student Ministry/ College Age Pastor – Downtown Campus***

Downtown Campus Team

Campuses and Generations Department

Reports To: Campus Pastor – Downtown Campus  
Category of Employment: Pastor, **Full-time**  
Payroll Status: Salaried, Exempt  
Office Hours: **Average of 50 hours per week**, with the exception of heavy ministry seasons.

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***The mission of Compassion Christian Church is to lead people to a life-changing relationship with Jesus Christ.***

### **Job Summary**

To further the mission of the Church by assisting in the development of programs, ministry strategies, and service opportunities for a dynamic Downtown Campus Student and College Ministry.

### **Minimum Qualifications**

1. **Experience:** 3 years or more experience as a leader in ministry or related environments specifically related to an area of oversight in student ministry.
2. **Education:** Minimum of a Bachelor's Degree from an accredited college or university. A degree from an accredited bible college with a major in biblical studies or a related field is preferred. Consideration will be given to candidates having experience and demonstrated proficiency in field.
3. **Knowledge, skills, and gifts:** The preferred candidate will possess the gifts and skills of teaching, leading, and discipling. Candidate must exhibit excellent computer knowledge, experience and proficiency with Microsoft Office applications including Word, Outlook, Excel, Publisher and PowerPoint. Candidate must exhibit excellent leadership, organizational and interpersonal relational skills. Candidate must be tried and proven in ministry and have a passion to share Jesus. Candidate must demonstrate a Christ-like attitude in words and actions, and able to work with a wide variety of people. Candidate must be able to problem solve, maintain and protect confidentiality, and have excellent written and verbal skills. Must be a motivated and effective recruiter and manager of volunteers.
4. **Physical Demands:**
  - a. Including sports and games of a physical nature.
  - b. Lifting, pulling, bending, carrying, and pushing as needed to set up activities and events.
  - c. Operation of church vehicles.

### **Expectations**

1. Exhibits a meaningful and growing personal relationship with Jesus Christ.
2. Engages in a regular and ongoing (meeting at least monthly) accountability relationship with a staff partner or other approved person.
3. Recognizes that our work is important and deserves our very best.

### **Conditions of Employment**

1. Models the Biblical standard of personal conduct and lifestyle.
2. Supports and adheres to the Mission, Vision, Values, and Philosophy of Ministry of CCC, including the CCC Statement of Faith.
3. Supports and adheres to the CCC Policies and Procedures Handbook.
4. Pastoral Staff must be active, participating members of Compassion Christian Church or be willing to become a member at the start of employment.

## **Duties and Responsibilities (Essentials)**

1. General staff responsibilities:
  - Engage in pastoral responsibilities, as assigned, to include teaching, preaching, performing weddings and funerals, pastoral counseling, assisting in worship services, communion, baptisms, child dedications and hospital visits.
  - Assist with leading, casting vision, overseeing, and directing all facets of Downtown Campus.
  - Assist with leading the establishment of ministry goals and objectives, and individual tactics that support the mission and vision of the Church.
  - Assist with providing visionary leadership and organizational structure for Downtown Campus.
  - Oversee and assist in the recruitment, training, encouragement and equipping of volunteers to serve and to adequately prepare for ministry in leadership positions.
  - Plan, propose and oversee annual budgets and operational functioning of Downtown Campus.
  - Participation in monthly "Leader's Breakfast" and "All-Staff Meetings", and weekly prayer/meetings with the Downtown Campus staff and other required staff events.
2. Specific ministry duties and responsibilities:

### **Student Ministry (35 hours/ week approximately)**

- Recruit, lead, evaluate and appreciate volunteers for all aspects of student ministry.
- Oversee and execute special events for student ministry.
- Promote and publicize ministry activities and events.
- Maintain a safe and healthy environment in student ministry.
- Lead evangelism efforts for student ministry, including community engagement.
- Cast vision for student ministry at the Downtown Campus in coordination with the Central Student Director.
- Implement centrally provided curriculum for student programming.

### **College Age Ministry (15 hours/week approximately)**

- Cast vision at the Downtown campus in coordination with the Central College Director.
- Recruit and train college ministry leaders and volunteers for ministry, events and groups.
- Lead a college ministry weekly discipleship group as well as grow the number of groups annually at the campus.
- Create "stickiness" with college-age adults and students monthly through social event and ministry opportunities.

2. This job description is not meant to be an all-inclusive statement of every duty and responsibility that will be required of an employee in this position. Therefore, additional duties may be assigned.

## **Performance and Evaluation**

Success in the position will be measured according to the performance assessment tool approved by the Lead Executive Pastor. Performance will be evaluated in relevant areas, including but not limited to: completion of ministry goals and individual tactics, communication, teamwork, leadership, creativity, responsibility, self-motivation, attitude, and potential for growth.

**Employee Acknowledgement**

My signature will acknowledge that I have read and understand the above Job Description. Further, I understand that this Job Description provides position essentials and the general duties, responsibilities, and specifications of the position; that it may be changed at any time to meet the needs of CCC; and, that it in no way constitutes an employment contract or otherwise alters my "employment at will" relationship with Compassion Christian Church.

Printed Name of Staff Member:

\_\_\_\_\_  
**Signature of Staff Member**

\_\_\_\_\_  
**Date**

Job Description Approved:      DLM (HR Initials)      \_\_\_\_\_ (DH Initials)      *Revised 6/11/2020*