



Job Description:

Associate Campus Pastor

DEPARTMENT:
Campus Ministries

MINISTRY GOAL

Championing the Chapel's DNA by partnering with the Campus Pastor in leading a single Chapel campus in concert with the direction of The Chapel and whose primary responsibility is developing community venues, connecting newcomers and providing pastoral care for the campus.

GENERAL REQUIREMENTS

Alignment with and support of the Chapel Staff Expectations (as outlined in the Chapel Application for Employment and The Chapel Staff Handbook).

The five key areas of value (see our Staff Handbook for details):

- i. **Culture** – Fully embraces and embodies The Chapel's identity and consistently demonstrates it in everyday life
- ii. **Character** - Holistically healthy, inspiring to others, and becomes more like Jesus every day
- iii. **Commitment** – Defined by a revolutionary commitment to, and personal sacrifice for, the cause of Jesus Christ
- iv. **Community** –Lives authentically and transparently in community and infuses life into the people around them, naturally helping them to become more like Jesus
- v. **Competence** – Diligently strives for and achieves high levels of performance in the role (as listed below)

Additionally, the Associate Campus Pastor (ACP) must fulfill the following expectations:

- The ACP must have a strong relationship with God, as evidenced by a healthy devotional and moral lifestyle.
- The ACP must have a strong family life, as evidenced by the quality of the relationship with their spouse, their relationship with their children and their ability to effectively manage their finances.
- The ACP must be an example of the type of Christ follower that we want our people to become. They must:
 - Embrace The Chapel's vision
 - Unreservedly hold to The Chapel's statement of beliefs
 - Practice The Chapel's approach to ministry
 - Embody The Chapel's culture
 - Be loyal both to God and The Chapel

- The ACP must be someone that effectively develops personal relationships.
 - They must be authentic, joyful, and winsome.
 - They must be loving toward people, prioritizing others ahead of themselves, and engendering trust from those that they lead.
 - They must be inspiring, motivating others to sacrifice for God.
- The ACP must be someone that communicates well informally.
 - Their interpersonal communications should be warm and engaging.
 - Their upfront communications should be both relational and inspiring.
- The ACP must be someone that excels as an action-oriented leader.
 - They should be able to select, align and lead leaders toward The Chapel's vision.

ROLE RESPONSIBILITIES

The expectations of the Associate Campus Pastor are as follows:

- Community Venues (28 hours/week)
The ACP is responsible for developing and leading a culture of relational connectedness through authentic Christian community lived out in small groups.
 - Integration (10 hours/week)
 - Develop and execute a strategy for integration that efficiently connects each person who attends your campus
 - Manage “front door” connection opportunities (lobby conversations, calls, emails, web inquiries, family time cards)
 - Provide effective communication of connection opportunities
 - Provide first step initiatives for new Christ followers
 - Participate in regular Meet the Chapel events for new attendees
 - Groups (18 hours/week)
 - Supervise and develop Area Leaders by encouraging their spiritual, personal and ministerial development to maximize their potential for success
 - Drive campus small group campaigns in alignment with Chapel-wide initiatives
 - Create and implement a strategy for connecting people into groups during non-campaign seasons
 - Implement an evaluation process to measure effectiveness of connection process (objectives, action items, improvement, metrics)
 - Oversee administration and development of mid-sized and affinity groups
 - Support the vision of small groups in all ministries of The Chapel (TGA, Students, Serving Teams)

- Pastoral Care (6 hours/week)
 - The ACP is responsible for working with the Campus Pastor to oversee care/compassion.
 - Provide benevolence assistance as appropriate
 - Provide pastoral counseling as needed
 - Perform weddings, funerals, baptisms and child dedications as scheduled
 - Provide hospital visits as necessary
- Administrative/Campus Leadership Responsibilities (10 hours/week)
 - Attend and participate in campus events and services as needed (student ministries, worship and communion, Starting Strong, other large campus specific events)
 - Attend all Chapel meetings and events as needed (staff meetings, touchpoint, Core Gatherings)
- Leadership Development (5 hours/week)
 - Participate in strategic leadership development opportunities as appropriate (1:1 meetings with CP, leadership forum, staff selection and interview process, volunteer recruitment and development)

CORE COMPETENCIES AND KEY BEHAVIORS

1. Catalytic Leader

The Catalytic Leader takes a group of individuals, unifies them into a team toward a unified vision and then takes them into that new reality.

- Identifies, initiates and effects meaningful change
- Inspires, motivates and casts compelling vision
- Generates and accelerates organizational momentum
- Delivers results based on the Healthy Campus Profile
- Identifies, develops and empowers leaders and fosters a culture of Leadership Development
- Leads other staff and volunteers to excellent performance
- Develops and executes effective strategic plans
- Raises financial support needed for effective change

2. Team Player

The Team Player recognizes and appreciates the significance of what it means to work as part of a high capacity team. He/she honors his/her teammates and serves them well, while staying focused upon the unique needs of his/her campus.

- Contributes to a healthy team experience of The Chapel's dynamic matrix leadership organization (healthy team dynamics, biblical advocacy, humility and servanthood)
- Establishes and maintains a healthy team environment among campus staff and volunteers

- Influences the beliefs, attitudes and behavior of staff and volunteers, including peers, supervisors and direct reports
- Collaborates with local church leaders through Christ Together to advance the kingdom

3. Team Builder

A team builder uses group skills and team building strategies to strengthen relationships among team members; improve motivation, communication, support and trust among team members; and inspire the team to maximize its potential and achieve its goals.

- Provides opportunities and activities for team members to get to know each other and forge meaningful relationships
- Helps team members define and play to each other's unique strengths, talents and capabilities
- Guides group discussions/activities in a way that is fun, inspiring, loving and leading to life application
- Exhibits behavior and techniques that enhance the quality of group processes
- Creates an environment where individuals can share openly without fear of repercussion
- Develops high level of trust among team members and addresses anything that would diminish that trust
- Leads the group in the decision making process and supports and acts in accordance with the final group decision
- Provides clear direction regarding the goal/outcome and motivates others to see that goal/outcome through to completion
- Evokes productive, inclusive and meaningful participation and creativity from others
- Facilitates conflict and resolves it biblically
- Demonstrates active listening and inspires team members to do the same
- Recognizes and rewards team building actions and behaviors
- Identifies and facilitates events/programs to aid in the team building process
- Positions the team to succeed and achieve its potential

4. Recruiter

A recruiter connects an individual with meaningful ministry opportunities that enable him/her to use his/her gifts, talents and passions.

- Demonstrates an understanding of and alignment with Chapel DNA and values
- Is aware of the specific serving opportunities that exist within a ministry and can articulate the core competencies and key behaviors of those opportunities
- Engages others in a winsome, inviting and engaging manner
- Listens effectively to determine another's gifts, skills and passions
- Discerns potential ministry opportunities that fit the individuals gifts, skills and passions
- Presents a compelling vision for a ministry opportunity, clearly articulating the ways in which that opportunity advances God's kingdom

- Makes a compelling ask to the potential volunteer to join his/her ministry team
- Follows up on the ask and provides information, support and prayer throughout the decision making process
- Connects the individual with ministry team or researches/recommends other potential ministry opportunities for the individual

5. Community Builder

A community builder champions the building of transformational community by living out, communicating the value of and actively developing biblical community.

- Attracts others by being authentic, joyful, inspiring and loving
- Demonstrates relational availability, accessibility and openness
- Displays and encourages others-centeredness in action and speech
- Reaches out to new individuals and models inclusivity
- Asks engaging questions and seeks to draw others into conversation
- Seeks to understand others and builds a non-judgmental culture
- Exercises focus and intentionality in strengthening relationships
- Lives out and passes on the value and importance of healthy relationships and biblical community
- Resolves conflict biblically and graciously and replicates that approach in others

6. Standard-Bearer

A standard-bearer champions the Chapel's DNA, message, values and ministry approach, drives for excellence, lives a life of actively rediscovering God and inspires others to do the same.

- Pursues a vibrant, authentic and inspiring relationship with Christ
- Champions the Chapel's DNA, message, values and ministry approach
- Guards our DNA by identifying and correcting drift
- Tells stories that exemplify our DNA
- Embodies a tireless passion for advancing God's kingdom
- Owns a personal vision of and passion for spiritual awakening
- Models and inspires others toward a lifestyle of actively rediscovering God
- Drives for mission accomplishment and continuous improvement
- Leads ministry teams toward alignment to centralized strategies, processes and procedures
- Maintains ministry environments and materials to our standard of excellence
- Demonstrates full support of Chapel leadership

7. Shepherd

A shepherd identifies where people are at, provides guidance for the whole person and helps individuals take their next steps relationally, emotionally and spiritually.

- Builds meaningful relationships with others
- Perceives where others are at and recommends next steps for growth
- Provides devotional leadership, counsel and meaningful spiritual encouragement
- Challenges and confronts individuals in a loving and non-judgmental manner

Associate Campus Pastor

MINISTRY:
Campus Ministries

- Highlights and celebrates individuals' growth
- Leads others toward increased levels of engagement

8. Biblical & Theological Shaper

A biblical and theological shaper studies the Bible, translates his/her study into practical application, and helps others understand and apply God's truth.

- Understands and rigorously practices biblical study and application of core theological points
- Uses Bible study and research tools effectively
- Teaches large or small group from Old and New Testament passages
- Answers common theological questions
- Translates biblical truth in a relevant cultural context

9. Counselor

A counselor senses and identifies the needs of others (emotionally, relationally and spiritually) and assists them by providing sound, biblical advice.

- Is approachable, compassionate, empathetic & tolerant
- Perceives and defines the emotional, relational and spiritual needs of others
- Seeks to restore the confused and brokenhearted in the context of interpersonal relationships
- Helps individuals who are facing difficult situations to see things from an alternate perspective
- Affirms, challenges and disciplines others in love
- Applies scriptural truths in specific and practical ways
- Recommends next steps that promote growth
- Demonstrates active and attentive listening

AVERAGE HOURS PER WEEK: Full-time, 40+ hours/week

SUPERVISOR: Campus Pastor