



Staff Role Description

Associate Campus Pastor

Ministry:	Campus
Reports To:	Campus Pastor
Average Hours Per Week:	Full-time, 40+ hours/week
Role Type:	Exempt
Last Revision Date:	June 2020

Role Overview

The Associate Campus Pastor (ACP) is responsible for partnering with the Campus Pastor in leading a single Chapel campus in concert with the direction of The Chapel and overseeing the execution of fruitful ministry by developing community venues, connecting newcomers, providing pastoral care, delivering leadership development and directing specific staff for the campus.

This person must provide excellent leadership, clear communication, vision, direction and motivation. He/She must embody The Chapel's culture and values by being third, expecting big, trusting big, being real, having fun, and sharing in the vision for all to know and love Jesus, be led by the Spirit, share the Gospel and live on mission. This person must also serve on the larger Chapel-wide Campus Pastoral team and serve as an example of servant leadership.

General Requirements

The Associate Campus Pastor (ACP) must ...

- Be a committed follower of Jesus
- Understand and embrace a Biblical theology of the kingdom of God
- Embody The Chapel's values of being completely giving of ourselves to God and others, believing Him for really big things, trusting Him in the really hard things, never pretending to be anything we aren't – and finding ways to enjoy life and have a lot of fun along the way
- Have a winsome persona and a demonstrated ability to lead staff teams and volunteers through influence and relationships
- Have exceptional formal and interpersonal communication skills
- Be an action-oriented leader of staff and volunteers with proven results

Associate Campus Pastor

Primary Responsibilities

1. Community Venues

The ACP is responsible for developing and leading a culture of relational connectedness through authentic Christian community lived out in small groups

- Integration
 - 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
 - Supervise and develop Area Leaders and/or Group 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 processes (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 (Kids, Students, Serving Teams, etc.)

2. Pastoral Care

The ACP is responsible for working with the Campus Pastor to shepherd and provide pastoral care and compassion to campus members, the community and staff

- Provide benevolence assistance as appropriate
- Provide pastoral counseling as needed
- Perform weddings, funerals, baptisms and child dedications as scheduled
- Provide hospital visits as needed
- Provide administrative support and for all Care responsibilities

3. Leadership & Development

- Provide leadership oversight, attend and participate in campus events and services as needed (student ministries, worship and large campus specific events)
- Attend all Chapel meetings and events as needed (staff meetings, touchpoint, core gatherings)
- Participate in strategic leadership development opportunities as appropriate (1:1 meetings with CP, staff and key volunteers, leadership forum, staff selection and interview process, volunteer recruitment and development, performance improvement plans, etc.)

This role description is meant to describe the general nature and level of responsibilities being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position.