

Job Title: Campus Ministries Pastor (Southwood)**Reports to:** Teaching Pastor (Southwood)**Employment Status:** Full-time (40+ hours)**Staff Classification:** Ministerial**Sunday Hours:** Required**Compensation Basis:** Exempt

Job Purpose: To provide pastoral, equipping, and organizational leadership and assistance for one of the campuses of Grace Bible Church with focus and oversight of Adult Ministries, including Congregational Care.

Duties:

Teaching Pastor

- Partner with Teaching Pastor to incorporate the church's mission, vision and values in the campus and surrounding community
- Partner with Teaching Pastor in leadership of campus staff team, including regular staff meetings
- Assist with Sunday morning services including announcements, Elder prayer, baby dedications, baptisms, and preaching, as requested
- Partner with Teaching Pastor and campus Elder team leader to plan and inform campus Elder team meetings

Campus Ministries

- Implement and oversee strategic plans for all applicable ministries at the campus
- Identify, recruit, develop, manage, and coach key ministry leaders
- Assist Campus Executive Manager with assimilation, membership, discipleship pathway, and leadership pipeline, as needed
- Recruit, train and empower Southwood Deacons, as needed
- Cast vision, promote, and provide input and care for campus ministries

Adult Ministries

- Partner with Women's Coordinator in oversight and development of adult small group strategies with focus on engagement of lay leadership
- Assist in equipping electives (Discover Your Ministry, Evangelism Training, Discipleship Pathway)
- Help develop strategies and materials for training staff, leaders, and congregants in:
 - Congregational care and counseling
 - Small group dynamics, leadership, shepherding, and multiplication
 - Life skills: marriage, parenting, conflict resolution, stewardship
- Oversee implementation of church-wide offerings at the campus by recruiting leaders, promoting opportunities, seeking out new opportunities based on campus needs, and protecting policies and procedures (including weddings, funerals, counselor referrals, etc).

Congregational Care

- Equip staff and other leaders (including Elders, Deacons and lay volunteers) in congregational care skills (counseling, visitation, conducting weddings and funerals, baptisms, benevolence, etc.)
- Develop and equip campus staff and lay leaders for congregational care needs (funerals, meals, bereavement, visitation, counseling follow-up, etc.)
- Oversee delegation and administration for funerals, weddings, visitation, and prayer ministry
- Oversee and provide expertise to the administration of counseling referrals and PIN requests
- Oversee the administration of Minister-of-the-Day strategy, implementation, and training

Church-Wide Initiatives

- Coordinate with cross-campus staff to collaborate, evaluate, strategize, and implement ministry initiatives
- Provide ministry expertise to assigned department staff, as needed
- Provide leadership, input, and support to church-wide initiatives

Community Partnerships

- Alongside Teaching Pastor, evaluate and select two external community outreach partners
- Oversee communication of outreach partnerships to staff, key lay leaders, and congregation
- Provide leadership for community outreach opportunities with approved partners
- Support specific outreach events (ex. Block Parties) via key lay leaders
- Provide follow-up strategy, opportunities, and accountability to leaders of outreach events

General Pastoral duties

- Model Grace Bible Church's mission, vision, values and a lifestyle of personal discipleship at work and in the community
- Attend leadership, campus, and team meetings
- Attend Pastor/Minister retreats
- Attend Elders meetings, as needed
- Be available for counseling and Minister of the Day (MOD)
- Teach in worship services or small group setting, as needed
- Perform weddings, dedications, baptisms, visitations, and funerals as needed and requested
- Attend other church events, as needed

Other duties, as assigned

Qualifications:

- Meets Elder character qualifications (1 Tim. 3; Titus 1) including healthy marriage and family, as applicable
- Seminary graduate (minimum MA, preferably Th.M.)
- Minimum 10 years' experience in general ministry leadership preferred
- Minimum 6 years' full-time experience in this/related field preferred
- Ability to effectively lead team toward quality decision-making and implementation of vision
- Ability to mentor and train staff and ministry leaders
- 5 years staff/team leadership experience preferred, with demonstrated effectiveness and a teachable spirit
- Experienced in personal discipleship
- Effective interpersonal, pastoral, and relational skills
- Ordained minister
- GBC Church member (as soon as practical after joining staff)
- Theological perspective that is grace-oriented
- Committed to the Constitution, Doctrinal Statement, Mission, Values, and Vision
- Good communicator in a wide variety of settings, including teaching of theology
- Demonstrated ability to submit to and implement policies decided by the Board of Elders

See GBC Human Resources Policy for further information
Revised February 2023