

## Job Description

Aurora Campus Adult Ministries and Associate Pastor



### POSITION

<b>Staff member:</b>	OPEN
<b>Functional Title:</b>	Aurora Adult Ministries and Associate Pastor
<b>Organizational Title:</b>	Aurora Adult Ministries and Associate Campus Director
<b>Reports to:</b>	Aurora Campus Team Captain
<b>Indirect Report</b>	Adult Ministries Team Captain
<b>Revision date:</b>	October 2018
<b>Classifications:</b>	Pastoral Staff (PS-2) / Dual Status / Full Time / Salaried / Exempt

### OBJECTIVE

To lead people, programs, and events with an emphasis on discipleship and pastoral care, in such a way that adults are being made into passionate disciples of Jesus Christ who are belonging, growing, serving, and reaching

### GIFT SET

In addition to spiritual maturity, the gift sets important to the fulfillment of this role include: leadership, administration, communication, and shepherding.

### THE "ONE SENTENCE JOB DESCRIPTION"

The Aurora Campus adult ministries and associate pastor's ultimate function is to pastor, shepherd, and provide pastoral care for adults at the Aurora Campus.

### ESSENTIAL DUTIES & RESPONSIBILITIES

- Collaborates with the adult ministries pastor and campus pastor to set the direction for adult ministries at the local campus, and provides leadership for all adult ministries groups, programs, and events
- Works in collaboration with the adult ministries team to promote the development of the church-wide community group ministry
- Develops and oversees a system of pastoral care and counseling at the campus level; working in collaboration with the care ministry lead pastor
- Provides leadership and oversight to connections ministry and outreach ministry at the campus level; in collaboration with the connections lead pastor and the outreach lead pastor
- Implements and oversees a process for recruiting, training, developing, and appreciating ministry volunteers
- Prepares and manages ministry budgets annually
- Additional responsibilities as directed by the supervisor and as necessary for the continued development of the ministries of the Aurora Campus of Christ Community Church. These responsibilities will most likely be added according to the gifts, passions, and talents of the employee. They will be designed to address the growing and changing needs of the ministry team and may be added at the initiative and discretion of the supervisor

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### FUNCTIONS OF ALL PASTORAL STAFF AT CHRIST COMMUNITY CHURCH

- Serves as a church leader through participation in prayer, evangelism/outreach, shepherding/discipleship, one-on-one counseling, providing care, and/or referrals to individuals and families needing assistance, mission trips, pastor on call
- Provides the sacerdotal duties of a pastor as needed, which may include, but are not limited to, weddings, funerals, baptism, child dedications, serving communion

### RELATIONSHIPS

- Reports to the campus team captain
- Indirect report to the adult ministries team captain
- Serves as a member of the Aurora Campus team
- Serves as a member the adult ministries team
- Works with all campus support staff
- Develops mentoring/shepherding relationships with adults serving and leading at the campus
- Helps recruit, schedule, and supervise volunteers in various campus ministry roles
- Submits to the senior pastor and board of elders of Christ Community Church

### REQUIREMENTS AND PREFERENCES

- Bachelor's degree in biblical studies or similar field required, graduate degree preferred
- 3+ years experience in a large church environment, with an emphasis on small groups and/or adult discipleship, strongly preferred
- Strong knowledge of scripture and theology
- Bilingual preferred
- Excellent people, organizational, and leadership skills
- Proven leadership acumen and experience
- Experience recruiting, creating, developing, and deploying volunteer teams
- Excellent written and verbal communication skills
- Understanding of developmental stages and an ability to plan appropriately for the age range
- Flexibility in scheduled work hours based on special events and regular weekend services
- Willingness and ability to comply with and support all policies, procedures, standards, and statements outlined in the employee handbook, position papers, and other official documents created for Christ Community Church
- Willingness to commit in membership to Christ Community Church within first 12 months of employment
- A growing committed follower of Jesus Christ. (1 Tim 3:1-7; Titus 1:6-9)

PRINT NAME	SIGN NAME	DATE

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